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Kanto Medium-Sized City Conference

Ogura/Muramatsu/rn

Draft of the Second Public Welfare Conference in the Jurisdiction of Kanto Civil Affairs Region (in Chiba City, on 22 December 1950).Program of the Conference

1. Opening address: Mayor of the Chiba City
2. Greeting: Mr. George Hoshino, Public Welfare Section, KsGAR.
3. Greeting: Chief of the Welfare Department, Chiba Prefecture.
4. Report of the Progress of the First Conference: Chiba City.
5. Proceedings:
 - (1) On welfare administrative organization and operation in the cities of: Nagano, Kofu, Yokosuka, and Ichikawa.
 - * Expression of the representative's view of medium-sized cities in Kinki Region.
 - (2) On responsibilities of each division: Kawaguchi City
 - (3) On classification and responsibility of personnel: Kawasaki City
 - (4) On procedures of transacting protection business: Takasaki City and Chiba City.
 - (5) On forms: Takasaki City and Utsunomiya City.
 - (6) On method and responsibility of supervision: Numazu City.
 - (7) On in-service training for case workers: Hamamatsu City
 - (8) On method of paying livelihood assistance grants: Kiryu City
 - (9) On office arrangement: The Chiba City
 - (10) On relationship between social welfare secretary and child welfare official and child welfare center: Shizuoka City
 - (11) On establishment of the Minsei-Anteisho: Yokohama City
 - (12) On manual of procedures and standardization of forms: Kanagawa Prefecture
6. Closing Address: Mayor of the Chiba City

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 356
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List of Attendants at the Welfare Conference of the Major Cities in the Jurisdiction of Kanto Civil Affairs Region

1. Kanto Civil Affairs Region:

Mr. Robert Stemple, Chief of Public Welfare Section
Mr. George Hoshino, Public Welfare Section staff.

2. Guests:

Shinjiro Koyama, chief of Protection Section, Social Bureau, the Ministry of Welfare.
Kenichi Sekioka, chief of Protection Section, Tokyo-To Welfare Bureau
Misao Murase, chief of the Protection Section, Yokohama City Welfare Bureau.
Kozo Yokoyama, Children's Division, Protection Section, Yokohama City Welfare Bureau.
Masaichi Taniguchi, chief of Welfare Section, Nara City.
Takeo Kawamoto, chief of Welfare Section, Wakayama City

3. Cities

| | |
|-----------------|--|
| Kawasaki City | Takemichi Murakami, chief of Welfare Section. |
| " | Sukehisa Kato, chief of Protection Division. |
| Yokosuka City | Keizo Shibata, chief of Protection Section. |
| " | Kaoru Kawanobe, in charge of General Affairs. |
| Urawa City | Takiji Osawa, chief of Welfare Section. |
| " | Kazuyuki Nagamura, chief of Protection Division. |
| Omiya City | Yoshimichi Inoue, chief of Social Section. |
| " | Kaneo Suzuki, chief of Protection Division. |
| Kawaguchi City | Goki Seki, chief of Welfare Section. |
| " | Tetsugoro Hirose, chief of Protection Division |
| Mito City | Shigenao Yano, chief of Welfare Section. |
| " | Tadao Shibanuma, in charge of Welfare. |
| Utsunomiya City | Hajime Kijima, chief of Welfare Section. |
| " | Hiroshi Hirayama, chief of Protection Division. |
| Maebashi City | Sukeichi Shibara, chief of Welfare Section |
| " | Tadashi Takahata, Protection Division. |
| Takasaki City | Ichiro Kubota, chief of Welfare Section. |
| " | Kozaburo Sakurai, chief of Protection Division. |
| Kiryu City | Kunitaro Furusawa, chief of Social Section. |
| " | Masao Murayama, in charge of Protection Division |
| Shizuoka City | Kaneo Nagashima, chief of Welfare Section. |
| " | Kenkichi Fukami, chief of Protection Division. |
| Numazu City | Seisuke Kikuchi, chief of Social Section. |
| " | Toshio Sugiama, in charge of Social Affairs. |
| Hamamatsu City | Tedashi Ito, in charge of Social Section. |
| " | Yoshiji Wada, Social Welfare Secretary. |
| Kofu City | Sedshiro Awaji, chief of Welfare Section. |
| " | Hikoichi Nakazawa, chief of Protection Division. |

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| Nagano City | Toshio Kuroiwa, chief of Welfare Section. |
| " | Kennosuke Kurahashi, chief of Protection Division |
| Ichikawa City | Noboru Tanabe, chief of Welfare Section. |
| " | Iwajiro Muraoka, in charge of Welfare. |
| Chiba City | Saburo Miyauchi, Mayor. |
| " | Shigeharu Hirayama, 1st Assistant Mayor. |
| " | Seiichi Ozada, 2nd Assistant Mayor. |
| " | Yoshio Matsumoto, chief of Welfare Department. |
| " | Masanosuke Teppozuku, chief of Welfare Section. |
| " | Teiichi Okada, in charge of Welfare. |

4. Prefectures:

| | |
|-----------------|---|
| Kanagawa Pref. | Mamoru Fujimori, chief of Welfare Section. |
| " | Seisho Kagami, chief of Protection Division. |
| Saitama Pref. | Misao Osawa, chief of Protection Section. |
| Tochigi Pref. | Deijiro Onozuka, chief of Social Section. |
| Ibaraki Pref. | Tohru Hayashi, chief of Social Section. |
| Gumma Pref. | Shunkichi Tanaka, chief of Protection Division. |
| " | Kazuo Okuma, in charge of in-service training. |
| Yamanashi Pref. | Chief of Welfare Section. |
| Shizuoka Pref. | Kinjiro Sugimoto, chief of Protection Division. |
| " | Yo Endo, Protection Division. |
| Nagano Pref. | Hideshi Harazaki, chief of Welfare Section. |
| Chiba Pref. | Hiroshi Kamada, chief of Welfare Department. |
| " | Moriyuki Tokuyama, chief of Welfare Section. |
| " | Masanobu Konuma, chief of Protection Division. |

5. Observers:

| | |
|----------------|---|
| Funabashi City | Takateru Akaboshi, chief of Welfare Section. |
| Choshi City | Eizo Tsukamoto, chief of Protection Division. |
| Matsudo City | Seigo Ishizaki, chief of Welfare Section. |
| Noda City | Niwa, chief of Welfare Section. |
| Tateyama City | Motoi Yamane, chief of Welfare Section. |
| " | Social Welfare Secretary. |
| Kisarazu City | Yaso Sone, chief of Welfare Section. |

Presented at the Medium Sized City Meeting in Chiba

MM/mm/es

PROCEEDING OF KINKI MEDIUM-SIZED CITY WELFARE ADMINISTRATION COUNCIL

17 November 1950 - At Nara City Office

Agenda: Opened 10 a.m.
 Address by Chairman, Section Chief
 Address by Vice-Mayor
 Address by Prefectural Welfare Department Chief
 Address by Planning Section Chief, Children's Bureau of Ministry
 Address by Mrs. Dessau, Kinki Civil Affairs Region
 (Interpreter - Mr. Shimizu)
 Announcements

1. How Should the Relationship Between Social Welfare Secretaries and Child Welfare Officials Be? - Wakayama City

I am presently of opinion that child welfare officials are no more necessary. To take an example of our Wakayama City, we have no child welfare official. Scarcely can one child welfare official be expected to thoroughly execute the widely spreadout child welfare problems, no matter how much fully he functions. Since, furthermore, social welfare secretaries are, to a considerable degree, carrying out child welfare problems that are in connection with households, child welfare officials are, I think, to be done away with. Taking this opportunity to unify the duplicated supervisory agencies, prefecture and city, into city alone, I would like to anticipate the truly clear, sound protection and nurture of children.

2. How Should the Relationship Between Child Welfare Center and City Welfare Section Be? - Nishinomiya City

The amount of work in child welfare center, provided for under the Child Welfare Law, has been abruptly increasing these days in compliance with the revision of the Juvenile Protection Law. Seeing the special circumstances of this city of Nishinomiya, juvenile delinquents are running a ceaseless course of increase, in light of having baseball stadium, bicycle race track, and so on; and it is also the matter we cannot neglect that, nation-wide phenomenon as it is, juveniles are corrupted through the narcotic. Four child welfare centers we have in Hyogo Prefecture are taking consultations over such children; however, it is dubious, indeed, due to overwhelming volume of work, whether or not they are sufficiently being disposed of. I presume that is the case in other prefectures. Our ideal is thorough implementation and strengthening of child welfare center; but, even to not go so far, should not this point be worthy of more consideration? To our pleasure, we have at this meeting Planning Section Chief of the Ministry's Children's Bureau, and we would place an emphasis on this specific point to request his consideration. In next place comes the matter of re-distribution of administration, which I wish be naturally transmitted to city for appropriate disposals of problems.

Chairman: As those problems picked up in first two places by Wakayama and Nishinomiya cities are of correlation, I like to start discussing them together. I hope other cities will express, if any, their opinions.

Sakai City: As to the doing away with child welfare officials, I am entirely at one with Wakayama City. I think we can never think of the problems of livelihood protection and child welfare separately.

Otsu City: Is not the inadvertency in child welfare officials' investigation hampering thorough case work? I think it pertinent to entrust such to social welfare secretaries.

Fuse City: Seeing that case workers are, as a matter of fact, very much studying this problem in contact with the center, the existence of child welfare official has become very doubtful.

Suita City: Is not the child welfare work retarded due to the matter of equalization fund?

Trans. like Ministry
Ministry: I will speak Children's Bureau's opinion. The child welfare officials' task is really broad and children of their object are in want of adults' warmhearted leading. The Child Welfare Law, based upon which child welfare officials are case workers centering on child welfare center, has special field in which still child welfare officials are to exercise. We like to leave those child welfare officials so that they will be fully expected, different from now, as professional case workers in that field; and in future they will be utilized as more qualified welfare officials.

Effort will also be made toward the complete equipment and amplification of the center. Through eliminating clerical, administrative factors in past, we like to make it professional and scientific; like to render guidance to divide the center's functions for the sake of clear disposition.

(Following this speech an explanation was made by the official of Planning Section, Children's Bureau, Welfare Ministry, in respect to the Essentials of the Draft of Revised Child Welfare Law which has recently been entirely amended.)

Chairman: Does anyone have questions to the detailed explanation about the Essentials of the Draft of Revised Child Welfare Law?

Suita City: Are To, Do, Fu and Ken responsible for child welfare, instead of city, town and village?

Ministry: Authorities of mayors of city, town and village are pretty wide-spread; and, as to the children's problems connected with livelihood protection, mayors of city, town and village are supposed to be held responsible.

Suiza City: If mayors of city, town and village are to be entirely responsible, I wish mayors of city, town and village appoint child welfare officials, to exercise apart from To, Do, Fu and Ken.

Ministry: Positions of Shakai Fukushi Jimusho personnel are to belong to To, Do, Fu and Ken; therefore, mayors of city, town and village are expected to assist them. We are anticipating practical utilization of child welfare official as a system.

Fuse City: May I ask the Ministry's opinions as to the problem of Minsei-iin and Jido-iin, expenditures for establishing child welfare council, and problem of child welfare center and health center, respectively?

Ministry: Of Minsei-iin and Jido-iin, on assumption of big-scaled reformation in near future, not that Minsei-iin means Jido-iin but they will be separately considered for public servants. Next about expenditures for establishing child welfare council, they will be defrayed included in the equalization fund. Child welfare center and health center, we plan, will be expanded and strengthened in To, Do, Fu and Ken.

Suiza City: I wish the expenditures for the council be defrayed as special subsidy. If they are included in the equalization fund, there naturally will be a number of shortcomings, I think.

Fuse City: I quite agree with him. Why don't you appoint Jido-iin considering separately?

Ministry: We understand the equalization funds are, in respective To, Do, Fu and Ken, used politically for other purposes; however, we desire you will try to get them and use concentratively for the important welfare programs. As Jido-iin is appointed by mayors of city, town and village, I agree at considering, upon selection of right persons, separately from Minsei-iin.

(The proceedings were suspended; a picture was taken for commemoration; and attendants took lunch.)

Reopened 2 p.m.

Sakai City: Though we are scheduled to start with presentation by Amagasaki City, I wish we start with announcement by Kawasaki City (representative of Kanto medium-sized cities) who came away from Kanto.

Announcement of Opinion by Representative of Kanto Medium-Sized City Council: Kawasaki City, Kanagawa Prefecture - In Tohoku Region, too, seemingly stimulated by this council down here, they are planning to have a council of this nature by January, next year. The second meeting of the

Kanto Medium-sized City Council is to be held within January next year at Chiba City (by 17 cities). Kanto is presumably pretty much behind here. In-service training of each city is planned to be done once a month (eight Kanagawa cities).

Sakai City: In reference to the Draft of the Revised Child Welfare Law, I like to eliminate defects of present child welfare officials and to highly professionalize them.

Ministry: In the sense of centralization of work, had not we better retain their positions in Fu and Ken? We will consider your advice well.

Suita City: I like to abolish Jido-iin if he is alike past Homen-iin.

Ministry: We will have mayors of city, town and village establish the council. Regarding the Jido-iin problem, we agree at Suita City's opinion; however, it is desired that really enthusiastic people be entrusted in preference to those backed by higher authorities.

Toyonaka City: How do you think of that there are only two ways to take care of children without supporter - to utilize institutions or foster homes?

Ministry: Inasmuch as the Child Welfare Law objectifies children in homes, we ask you to rehabilitate said children by means of foster homes and else.

Fuse City: What about the authority of child welfare council as to recommending cultural properties? and also whether notices on children are brought over to the center or are handled by Shakai Fukushi Jimusho?

Ministry: To answer the first question, you may recommend whatever seemed proper in its local circumstances. As to the second, either one of the center and Shakai Fukushi Jimusho is to do it. Both of them shall be ready to accept such and business disposition shall desirably be done through reciprocal administration.

Wakayama City: Should the city appoint the council, the trouble will be its jurisdiction; so, can't it be by some means composed of child welfare officials or case workers of the present?

Mrs. Dessau: My ears have been catching the word "cooperation" frequently, but I wish you will not overuse this word. Should you feel obliged to use it, you ought to add what kind of cooperation is meant by your "cooperation".

(In the meantime the problem of Jido-iin and the problem of the equalization fund have come to fore again. Enthusiastic discussions were interchanged by cities, to obtain the Ministry's answer that it will make the best of them.

Chairman: Though you may have a number of opinions yet, fairly long time has already been spent; therefore, let us take over the next subject.

4. How Should We Develop Functions of Welfare Personnel? - Amagasaki City

I am particularly interested in this matter. We have chiku-tanto-in (case workers) whom we call homon-kakari (visitors). What we are doing are: in-service training, study of psychology and sociology, open lectures of varying nature, study course, correspondence course, circulation of concerned laws and regulations and publications, etc. The study course conducted by Mrs. Langley throughout July and August in this city was of very much significance. Also we are doing exchange of area assignment, social research, interchange of opinions by case workers, and so on. Social inspection is also accentuated, visiting nursery, mothers home, old folks home, court, lunatic asylum, etc., on occasions. I am worrying, day and night, how capable welfare personnel I will get through these functional development programs. I am very anxious to ask better thought of you all.

(A panorama photo was taken in the conference room.)

Mrs. Dessau: We have had Amagasaki representative speak on in-service training of personnel. But, in respect to this matter, the case record is most important. Complete case records are of great value and of help for case dispositions.

Sakai City: How about making appointment to prepare and publicize each city's enforcement plan of the training at the next meeting?

Chairman: I entirely second the Sakai's motion. I will hand this matter over to the next sponsoring city.

5. Scope of Handling by Case Workers: - Nara City

Explanation was made regarding four points - handling of DISL cases, handling of CWL cases, handling of Disabled cases, and equipment of case records.

6. How Should the Method of Preparing Case Records Be? - Suita City

The record becomes gradually equipped through guidance, consultation and supervision on protection, anonymous correspondence, police's solicitation for investigation, etc. Unchangeable case, such as a single old man's case, is visited about once every other month. Because the propriety of the case record will presumably be made clear within three or four months, I will thereupon further endeavor for equipping better record.

Wakayama City: How about making columns for sub-totaling first and second groups in the income approval sheet?

Suita City: I will accept it for reference.

Amagasaki City: Do you secure Minsei-iin's seals in the event of suspension and discontinuation?

Suita City: We make ex post facto contact with Minsei-iin.

Maizuru City: Do you fill the reputation column with sexual relations and other special behaviors?

Suita City: We simply enter as "mild-natured," "spendthrift," and so on.

Mrs. Dessau: As a good case worker, he must always secure informations, reputations and hearsays of neighbors.

7. How Should the Method of Allowances for Welfare Personnel Be? - Sakai City

Having much toils that are invisible, a case worker must be a man of patience and penetration. And, in order to get better social welfare secretaries, people of good qualities and education are desired. Especially seeing that they do much field works, it is necessary that they be paid special allowances of at least twenty per cent of their base salaries. Should they not be fully considered from materialistic phase, such as credit insurance? I like to always bring over qualified persons to lead the van. Inasmuch as we have been harassed by the question of personnel expenses for social welfare secretaries under the poor local finance, I would like to request all such, if possible, be borne by national finance.

Mrs. Dessau: I think Sakai City's opinion is really appropriate and worthy. Please make its copies and distribute them to both localities and Central Government.

Kawasaki City: In Kanto some localities pay 35 yen a day and 600 yen a month for special allowance.

Suita City: Is not the special allowance for welfare personnel alone rather hard to be approved under the present public service pay bases? Unless the Ministry backs it strongly, I am afraid it is almost impossible.

(Opinions of consent were expressed by both Amagasaki and Himeji cities, who brought an action to expedite, in the name of the council, the Ministry's backing the issue.)

Fuse City: In light of tax officials' getting twenty per cent of base salary for special allowance, we wish Ministry will speak on its policy for the allowance.

Ministry: This problem must be strongly insisted on and be achieved, when the successive promotion takes place according to the would-be enforcement of the service regulation under the Local Public Service Law. We are unable to interfere local financial matters because the Ministry is according to the National Public Service Law. We are, however, allowed to make recommendations for reference; therefore, the gist of your opinion shall be transmitted.

8. Of Social Welfare Secretaries' Position in Service Regulation:
- Himeji City

It is strongly desirable to secure a special position for social welfare secretaries under the service regulation, in order to balance with other officials.

9. How Should We, Party Concerned with Social Welfare, Be Prepared at Turning Point of Social Welfare Work?

Maizuru City: Upon thorough study on DSL which is framed by the national finance, we have to implement the said law. The problem is how to achieve highest effects with small money and labor.

Toyonaka City: We, holding self-conscience and affection as case workers, should keep our pace forward toward great expectation and ideal. We are bound to relieve many powerless people in the society by means of effective and proper social work. By widely making propaganda for the indispensability of work of this nature, I like to get cooperation on technical phase.

Fuse City: Let us devote all of our energies in this work with enthusiasm and vigorance.

Otsu City: Let us make a good consultants of the needy people so that they will be free to come to us. Self-criticisms of our own characters are desired.

Kishiwada City: I think we have to keep in our minds improvement of services by personnel with firm belief lest we should misoperate the law, to do this work of welfare administration.

Chairman: Each city scheduledly has finished its announcement for today. Thank you very much for your enthusiastic discussions from the beginning to the end. It is my firm belief that the section chief from the Ministry will surely not leave our voice as merely voice of Kinki Medium-sized City Council. Also I am extending my best appreciation for Kinki CAR's Mrs. Dessau's paying visit despite her busy duties. Thank you very much again, you guests. Heartily I am apologizing for my poor chairmanship and for our poorly prepared meeting facilities and so forth.

I pray this council will further develop itself. I imagine I will ask Himeji City of Hyogo Prefecture to hold the fifth meeting sometime around March or April next year.

(Himeji City expressed its willingness. The meeting was sojourned at 5:40 p.m., and all attendants gathered to the welcome party for Mrs. Dessau.)

Material from the Medium Sized City meeting in Chiba

Kawasaki City Presentation
 PERSONNEL CLASSIFICATION AND RESPONSIBILITIES
 IN WELFARE SECTION

THE FIRST PLAN (in the event of operation under three divisions - General Affairs, Protection and Social):

| Title | Responsibilities | No. | Standard for determination of number (in case of City of 100,000 population and 700 case load) |
|--------------------------------|--|-----|--|
| Section Chief | | 1 | |
| General Affairs Division Chief | Planning pertaining to general affairs for overall section. Guidance and supervision on division's business. | 1 | 1 in Section |
| Reception | Reception of visitors. Contact with and liaison to section members. Preparation of reception slip. Answer to inquirers. Other miscellaneous reception. | 1 | 1 in Section |
| Personnel | General Personnel affairs. Keeping attendance record. Custody of official seals. Receipt and dispatch of correspondence. Preparation of monthly report for correspondence disposals. Filing and safekeeping of closed papers. Issue of various certificates. Preparation of and recording for various meetings. Disposition of laws, regulations and instructions. | 1 | The number of clerks is decided according to case load as below: 0 - 250 2 Persons 251 - 500 3 " 501 - 750 4 " 751 - 1000 5 " 1001 - 1250 6 " 1251 - 1500 7 " 1501 - 1750 8 " Add one per every 250 cases. |
| Statistics | Preparation of various statistical reports and charts. Collection and publication of data. Other statistical business | 2 | The above standard is for disposition of protection business; and it is necessary to have one for disposition of clerical business for Social Division, for which we need 1. |
| Accounts | Requisition for annual budget. Execution and settlement of budget. Incoming and outgoing re national and prefectural subsidies. Requisition for and receipt of various allowances. Payment, procedures, and settlement of relief grants. Bookkeeping. Receipt, dispatch, & safekeeping of relief-in-kind, etc. Disposal of office equipment & expendables. Other accounting business. | 2 | According to the above, a total of five clerks is allotted to correspondence, statistics and accounts. |

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| Protection Division Chief | <p>Planning for Livelihood protection, child welfare, handicapped welfare, and other pertaining business. Guidance, supervision, education and training of case workers, etc.</p> <p>Adjustment of case loads.</p> <p>Review on eligibility for protection.</p> | 1 | One per 5 through 10 case workers. Accordingly, in case of more than 11 case workers, Second Protection Division is set up. |
| Supervisor | <p>Research, guidance and liaison pertaining to livelihood protection, child welfare, handicapped welfare, and other pertaining business.</p> <p>Guidance of case workers.</p> <p>Review and procedure concerning determination of protection.</p> <p>Dissemination and information on various laws and regulations.</p> | 1 | 1 per a Protection Division |
| Interviewer | <p>Interview, consultation and guidance of applicants or consulters.</p> <p>Preparation of interview records.</p> <p>Acceptance of application sheet.</p> <p>Offering records and data to case workers.</p> <p>Issue of initial aid tickets.</p> | 1 | 1 per a Protection Division |
| Case worker | <p>Field investigation .</p> <p>Preparation, entry, arrangement of case records.</p> <p>Finding out and social research of the needy.</p> <p>Preparation of documents pertaining to protection.</p> <p>Disposition according to changes of circumstances of recipients.</p> <p>Preparation and issue of instructions and notifications.</p> <p>Approval on eligibility for protection,</p> <p>Disposition pertaining to child welfare</p> <p>Distribution of various relief-in-kind.</p> <p>Investigation and assistance pertaining to disaster relief. Disposition of wayfarers, sick and dead.</p> <p>Other protection business.</p> | 10 | 1 per 70 cases, provided that 1 per 60 cases will be assigned in areas of inconvenient traffic. |

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| Social Division Chief | Planning, guidance and supervision pertaining to child welfare, welfare (Fukuri or weal), and overall social welfare. | 1 | 1 in Section |
| Children | Guidance on management of municipal nursery, mothers home, protection institution, etc. Guidance and liaison of private child welfare institutions. Leading and nurture of juveniles. Guidance on management of playgrounds. | | Differs according to the number of institutions, and to whether directly operated or entrusted. |
| Welfare (Fukuri) | Guidance on management of workshop. Guidance on management of public pawn-shop. Operation of city housing, repatriates dormitory, etc. Operation of consultations of legal matters or marriage matters, etc.. | | - ditto - |
| Social | Planning pertaining to disaster relief. Guidance on management of old folks home. Guidance on banding consumers coops. Operation of unemployment counter measures. Assistance to widows, handicapped, etc. | | - ditto - |
| | <p>It is contemplated that there is a number of ways to classifying this division's personnel. However, it is considered of convenience to group the business of similar nature, for which everything from institution to operation be disposed of by the person in charge thereof; i.e., a vertical breakdown. The reason behind the breaking down into three is that we deem it proper to have a person in charge of "children", in light of importance of child welfare; have a person in charge of "welfare (fukuri)", bringing together things of welfare (fukuri); and have a person in charge of "social", bringing together things of social welfare. This is unquestionably subject to either increase or decrease the classifications according to actual situation or volume of work in respective city.</p> | | |

THE SECOND PLAN (in the event of operation with Minsei Anteisho "Shakai Fukushi Jimusho" besides the divisions of the section.

In the event of operation with Minsei Anteisho (Shakai Fukushi Jimusho) as a lower organ besides the divisions of the section.

* In case of one Anteisho (the office to be placed within the Welfare Section): There will be, we consider, no waste on personnel phase, though will be little irrationality, should we form protection and general affairs divisions mentioned in the first plan into an Anteisho and let Anteisho Chief act same as Welfare Section Chief, leaving Social Division as it is.

* In case of more than two Anteishos: It is considered necessary to have General Affairs, Protection Guidance, and Social divisions in the central Section and to operate Anteisho with Protection and General Affairs divisions under Anteisho Chief. In this case, we ought to, naturally, best study lest there should be duplicate administration and personnel unthriftiness.

Details of the second plan are omitted.

Takasaki City

Mori/es

DLSL Procedure & Forms

Takasaki City

(Data for the Welfare Business Council within the jurisdiction of KaCAR, held at Chiba City)

In order to speed up and simplify the procedure and to get the correct understanding of the actual conditions of the case through the recording of the guiding conditions and the change of protection, complication of the repeated recording of the same matters should be eliminated. However, at the same time, maintenance of official documents prepared on the basis of applications submitted by the clients, taking into consideration the Local Autonomy Law, sub-regulations of general affairs, sub-divisions regulations and business duties and the establishment of duties of workers, division chief and section chief should be realized. Actual transacting conditions in Takasaki City are shown in the separate paper.

Visiting of the applicant → Interview → Guidance { Presentation of application for protection - acceptance of documents
No presentation of documents need protection

(Applications shall be accepted and entered in the Despatching and Accepting Sheet of the Welfare Section of the city office and become official documents)

Acceptance of Section Chief → Social Welfare Section in charge of area →

Investigation (Spot-check and make inquiry of the earning condition of the legally responsible relatives) → Determination → Decision { Commencement → Rejection

Approval (Case worker → Section Chief → Assistant Mayor → Mayor Section Chief) → Notification

{ Adjustment of documentintaker
Notification of disbursement..G.A. Bra. & other W.A. ff.

Such being the procedure, the business seems to be very complicated. However, as the principle that final decision of protection should be made by the mayor is established and as no regulations providing the proxy approval is established this procedure is necessary.

It is considered that if this procedure is to be ammended, simplification of transacting shall be realized through establishment of duty and existence of responsibility of case workers and supervisors in connection with Local Autonomy Law, DLSL and detailed regulations of general affairs, but some time is considered necessary for the enforcement of such system now under consideration.

We think it is the best method to file forms of individual case separately. But as no final decision has been reached on the adoption of forms, we want to decide it in today's conference hearing the actual condition of other cities.

Action Paper For Approval of Protection
 保護決定同

Date: Welfare Secretary General Affairs
 日期 福利司 總務

| Applicant 申請人 | Address 住居 | Worker 係 | Bro. Chief 主任 | Section Chief 部長 | Assistant Mayor 助 | Mayor 長 | |
|------------------|---------------|---|------------------|---------------------------|----------------------|----------------------------------|--|
| Name 姓名 | | Commencement, Change, Closing, Suspension, Rejection 開始變更廢止 停止却別 | | Date 日 | | Year 年 | |
| DECISION 決定 | | Type 種類 | | Extent 程度 | | Method 保方法 | |
| ITEMS 決定 | | Date of Commencement, change, closing rejection 開始變更廢止年月日 | | Reason for decision 理由 | | Instruction or guidance 指示或指導 | |
| | | | | Case No. 案件番號 | | Transaction 處理 | |
| | | | | Application 申請 | | Approval 許可 | |
| | | | | Investigation 調查 | | Verification 核實 | |
| | | | | Filing 受理 | | Initial Payment 初期給付 | |

保護申請三村十の調査票
Investigation Sheet for Application

Title
Name and Seal
藤田 義典

| | | | | |
|--------------------------------|--------------------------|--------------------------------------|--|-------------------------|
| Previous Address 前住地 | | Starting date of residence 住居の開始期 | | |
| Present Address 現在所 高橋 市 | | | | |
| Composition of family 世帯員状況 | 世帯主 Head of household | 続梅 Relation | | |
| | 世帯員 Name | 名 | Age Education Health Occupation Social Insurance | |
| | | | | Special Remarks 特記事項 |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| 世帯主 Head of household | 世帯員 Name | 続梅 Relation | | |
| Residential Condition 住居の状況 | | Sanitary Condition 衛生状況 | | |
| 構造 Construction | 耐火 Fireproof | 採光 Lighting | Special Remarks 特記事項 | |
| | 換気 Ventilation | | | |

Household

| Earning Condition | Classification | Report by the applicant | Approved amount | Reason for approval and special remarks | | | | | |
|-----------------------------------|--|-------------------------|-----------------|---|--|-----------------|-----------------|----------------|--|
| | 類別 | 本人之申立 | 認定額 | 認定之根據及特記事項 | | | | | |
| 狀況 | Earned Income | | | | | | | | |
| | 勤勞所得 | | | | | | | | |
| | Business Income | | | | | | | | |
| | 事業所得 | | | | | | | | |
| | Side job Income | | | | | | | | |
| | 外職所得 | | | | | | | | |
| | Income from property | | | | | | | | |
| | 財產所得 | | | | | | | | |
| | Pension, annuity, unemployment insurance | | | | | | | | |
| | 退休金、養老金、失業保險 | | | | | | | | |
| Income through sending money | | | | | | | | | |
| 匯款所得 | | | | | | | | | |
| Temporary income | | | | | | | | | |
| 臨時收入 | | | | | | | | | |
| Total | | | | | | | | | |
| Deducted amount | | | | | | | | | |
| 扣除額 | | | | | | | | | |
| Balance | | | | | | | | | |
| 剩餘額 | | | | | | | | | |
| 最低生活費 | Classification | Applicant's report | Standard Amount | | | Deducted amount | Approved amount | Special remark | |
| | 類別 | 本人之申立 | 基準額 | | | 扣除額 | 認定額 | 特記事項 | |
| | 1st Class | Food expenses | | | | } | } | } | |
| | | 飲食費 | | | | | | | |
| | | Clothing expenses | | | | | | | |
| | | 衣服費 | | | | | | | |
| Sanitary expenses | | } | } | } | | | | | |
| 保健衛生費 | | | | | | | | | |
| Total | | | | | | | | | |
| 合計 | | | | | | | | | |
| Artificial nutrition added amount | | | | | | | | | |
| 人工營養費加算額 | | | | | | | | | |

775 013

Letter of Request for Investigation of Supporting Ability of Legally Responsible Relatives

Date 昭和

年 月 日 高崎市 高橋市長 (高橋)

Mayor of Takasaki

Kindly send your reply concerning the clients

the family relationship of living within our jurisdiction area

住所 Address

職業 Occupation

生活 Living Condition

財産 Property

扶養 Supporting ability

扶養の程度 Extent

扶養の方法 Method

| | |
|----|---|
| 氏名 | |
| 月収 | 円 |

Others matters available

右通、回報、し、ま、十、I am pleased to inform you of the above matter

高橋市長 小島 比一 殿

Request for Source of Certificate
証明書発行依頼書

Date 昭和 年 月 日

We are pleased to request you to send us a certificate about the following matters in accordance with Art. 29 of DLSS as such information is necessary for the determination of granting assistance provided by DLSS.

Perforated line

Person to be certified address 証明書

| | |
|----------------------------------|---------------|
| Matter necessary to be certified | Name |
| | Certification |

高崎市長

印

石 証明する
昭和 年 月 日 Date

高崎市長

殿

証明者 氏名

印

Application for Commencement of Protection
 生活保護法による保護開始申請書 of DLSL

Name of Household
 世帯主
 氏名

Permanent Address
 本籍地

Present Address
 住所

Starting date of residence
 住所開始

受ける保護の種類程度
 今まで受けた保護の有無

Classification & extent of protection desired
 Protection previously granted

申請理由

Reason for application

General survey of family members
 世帯員の概況

| Relation 続柄 | Name 氏名 | Date of Birth 生年月日 | Occupation 職業 | Education 教育 | Health 健康 |
|----------------|------------|-----------------------|------------------|-----------------|--------------|
| | | | | | |
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| | | | | | |
| | | | | | |

Monthly Income
 月収

Typed Income
 収入内容

Monthly L.C.
 月生活費

上記の通り生活保護法による保護開始申請致す
 Commencement of protection by DLSL is applied for.
 Date 昭和 年 月 日
 Applicant's Address
 申請人住所
 Name 氏名

高崎市長 小島弘一 殿

Application for Commencement of Protection
 生活保護法による保護開始申請書 of DLSD

| | |
|-----------------------------------|----------------------------|
| 世帯主 Name of Household 氏名 | Permanent Address 住所 |
| | Present Address 住所 |

Starting date of residence
 同居居住の始期

Classification & extent of protection desired
 受けたい保護の種類程度

Protection previously granted
 今までに受けた保護の有無

Reason for application
 申請理由

General survey of family members
 世帯員の概況

| Relation 続柄 | Name 氏名 | Date of Birth 生年月日 | Occupation 職業 | Education 教育 | Health 健康 |
|----------------|------------|-----------------------|------------------|-----------------|--------------|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

| | | | |
|------------------------|-------------------------|----------------------|---|
| Monthly Income 月収入額 | Type of Income 収入の内容 | Monthly L.C. 月生活費 | 円 |
|------------------------|-------------------------|----------------------|---|

上記の通り生活保護法による保護開始申請致す
 Commencement of protection by DLSD is applied for.

Date 昭和 年 月 日

Applicant's Address
 申請人住所
 Name 氏名

高松市長 小島弘一 殿

Program of Using Occupation Aid Money
 生業扶助金使途計画書

Applied Amount
 申請額

Type of Occupation
 生業
 目種類

扶養
 の用途
 及び計画
 の概要

Outline of Using measure and using program
 of the aid money

Future
 Prospect
 将来
 の見
 込

事業による収入見込

Estimated income by business

収入に伴う必要経費

Necessary expenses accompanying
 by income

差引収益額

Balanced income

現在収入額

Present income

収入増加による
 生計の見込

Prospect of living on the
 increased income

前取
 過去の
 経験

Previous occupation
 & past experiences

I certify that the above statements are correct
 上記の通り相違ありません

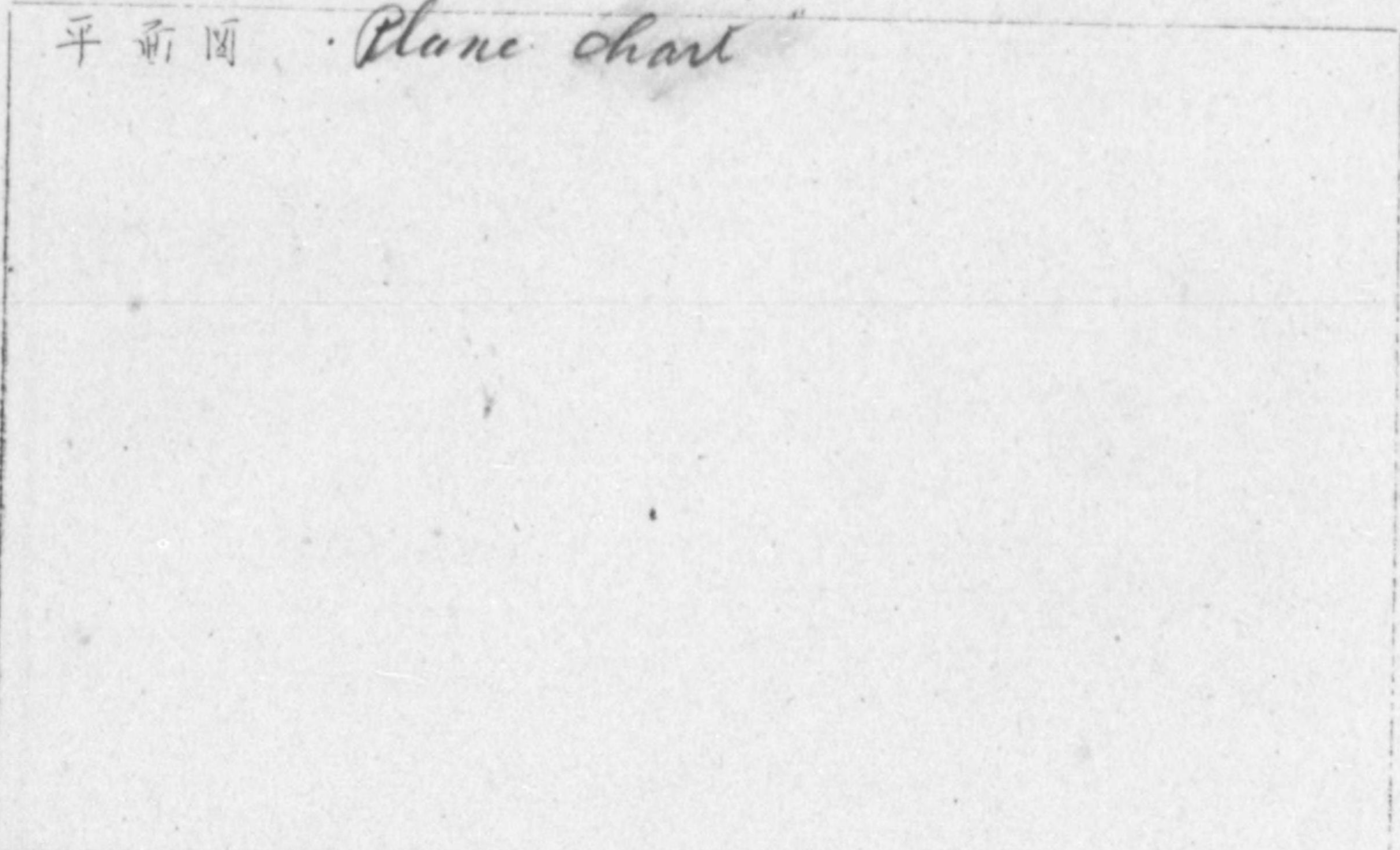
Date 年 月 日

Address of Applicant
 申請者住所

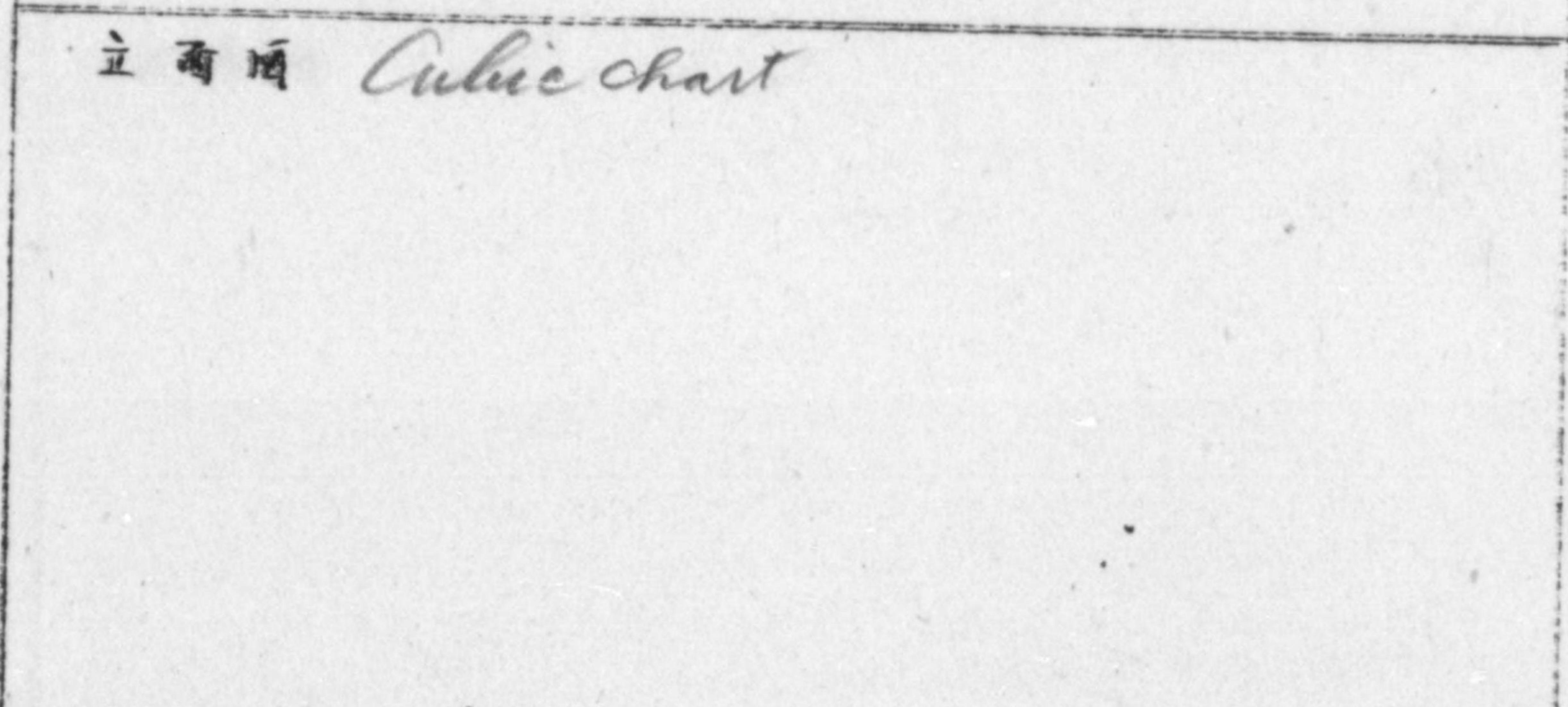
Name 氏名

(裏面)

平面図 Plane chart



立面図 Cubic chart



| | |
|------|-----------------|
| 構造 | Structure |
| 建年並年 | Years |
| 経過年数 | Years of elapse |
| 備考 | Remarks |

図面には補修箇所を朱書きすること
Repairing place should be marked in red letters

| Received No. | | Interview Recording Slip | | 面接記録票 | | Section Chief | |
|---------------------------------|--|--------------------------|--|---------|-------------|--------------------------|---------------|
| Date of Acceptance | | 年 月 日 | | Intake | Interviewer | Super-visor | Section Chief |
| Name of Visitor | | 訪者名 | | Address | | Relationship with client | |
| Name of Client & Head of Family | | 世帯主氏名 | | Address | | History of protection | |
| 来訪の目的 | | Purpose of visit | | | | | |
| 来訪者の申立 | | Visitor's appeal. | | | | | |
| 指導事項 | | Matters of guidance | | | | | |
| 面接員の見 | | Opinion of interviewer | | | | | |
| 面接の結果 | | Result of Interview | | | | | |

昭和 年 月
昭和 年 月

Started protection
日保護開始
Ceased protection
日保護停廢止

Omiya-city 町 丁目 番地
大宮市

Case Record
保護臺帳

Omiya City

| <i>Mark</i> 記号 | <i>Number</i> 第 号 |
|-------------------|----------------------|
| | |

Omiya City
大宮市役所

| 収入を得る方法 Means for Income | 勤務によるもの By Employment | | 商業によるもの By Commerce | | 農業によるもの By Agriculture | | その他 (前三項以外の収入) Others (to be entered) | |
|--|---------------------------------|---------------------|---|------------|----------------------------|-------------------|--|--|
| | 氏名 Name | 氏名 Name | 氏名 Name | 氏名 Name | 氏名 Name | | | |
| | 就職年月日 Date employed | 開業年月 Date opened | 就農年月 Date entered | | | | | |
| | 勤務場所 Workshop | 販売所 Shop | 田の面積 Paddy field | | | | | |
| | 所係在名 Person in charge | 販売品 Merchandise | 畑の面積 Acreage of farm | | | | | |
| 一ヶ月の総収入 | | | | | | | | |
| 生活費 Cost of Living | 区分 Description | 金額 Amount | 住居の状況 State of Dwelling | | 資産の状況 State of Property | | 負債の状況 State of Loans | |
| | 食費 Food expense | 円 | 自家借家の別 Distinction between self-owned or rented houses | | 動産 Movables | 不動産 Immovables | (負債の有無) Existence of Loans | |
| | 住居費 Dwelling expense | | 総坪数 Total area | | | | | |
| | 光熱費 Light & heat exp. | | 居間の数 No. of rooms | | | | | |
| | 教育費 Educational exp. | | 畳の数 No. of floor mats | | | | | |
| | 保健衛生費 Health + Hygienic exp. | | 電灯の数 No. of Electric lamps | | | | | |
| 計 Total | 円 | | | | | | | |
| (詳細に記入して下さい) Reason newer taking Protection (to be entered in detail) 保護を必要とする理由 | | | | | | | | |

(併給申請の場合)

[2]

(ケース番号 No.)

Application for Grant of Joint Aid under Livelihood Protection Law
生活保護法による 扶助併給申請書 (2)

申請者の住所氏名 Name & Address of Applicant

保護を受けようとする者の氏名 Name of person desiring to be protected

申請の理由 Reason for making Application

右のおりにつき生活保護法により保護下に入るよう申請した。昭和 年 月 日
Being in a state as above, I hereby apply for protection under the Livelihood Protection Law.
Date

氏名 Name & Seal
埼玉縣大宮市長 Mayor of Omiya City 殿

Vide Reverse side.

- (註) 1. この申請書は生活扶助と併給する場合だけ使用し不要の文字を抹消すること。
- 2. 医療扶助については医師の診断書、出産扶助については医師又は助産婦の妊娠証明書、生業扶助については事業計畫書、葬祭扶助については死亡診断書及び葬祭費見積書を添付すること。
- 3. 葬祭扶助の場合は申請理由に「死亡者の氏名、死亡年月日、葬祭年月」を記入すること。
- 4. この申請書に事実と相違したことを書いて、保護を受けた者は保護に要した金品を返還させられるばかりでなく生活保護法第八十三条により三年以下の懲役又は五万円以下の罰金に処せられます。

[2]

(ケース番号 No.)

(併給申請の場合)

Application for Grant of Joint Aid under Livelihood Protection Law
生活保護法による 扶助併給申請書 (乙)

申請者の住所氏名 Name & Address of Applicant

保護を受けようとする者の氏名 Name of person desiring to be protected

申請の理由 Reason for making Application

右のとおりにつき生活保護法により保護下に入るよう申請した。また
Being in a state as above, I hereby apply for protection under the Liveli-
hood Protection Law. 昭和 年 月 日

Date

右

氏名 Name & Seal

Lo _____, Mayor of Omiya City 殿
埼玉縣大宮市長

Vide Reverse side.

- (註) 1. この申請書は生活扶助と併給する場合だけ使用し不要の文字を抹消すること。
- 2. 医療扶助については医師の診断書、出産扶助については医師又は助産婦の妊娠証明書、生業扶助については事業計畫書、葬祭扶助については死亡診断書及び葬祭費見積書を添付すること。
- 3. 葬祭扶助の場合は申請理由に「死亡者の氏名、死亡年月日、葬祭年月日」を記入すること。
- 4. この申請書に事実と相違したことを書いて、保護を受けた者は保護に要した、金品を返還させられるばかりでなく生活保護法第八十三条により三年以下の懲役又は五万円以下の罰金に処せられます。

[3]

Confirmation Table of Minimum Cost of Living
最低生活費認定表

| Classification 区分 | | Amount worked out by Confirmation Standard Rule 最低生活費認定基準法により算出した額 | Amount personally declared by the applicant 本人の申立による額 | Amount confirmed by Social Welfare Secretary 社会福祉主事の認定した額 | Reason of confirmation made by Social Welfare Secretary inconsistent to personal declaration 社会福祉主事が本人の申立と相違して認定をした理由 |
|-------------------|---------------------------------------|---|--|--|--|
| Name 名前 | | Name, age and sex of Household Members 世帯構成員のなまえ・年齢・性別 | | | |
| Age 年齢 | | 計 | | | |
| Sex 性別 | | 計 | | | |
| 第 一 類 | 主食費 | Staple food expense | | | Reason of confirmation made by Social Welfare Secretary inconsistent to personal declaration |
| | 副食費 | Side dish exp. | | | |
| | 調味料 | Condiment | | | |
| | 嗜好品 | Articles of taste exp. | | | |
| | 衣服 | Clothing | | | |
| | 身廻用品 | Personals belonging | | | |
| | 入浴料 | Bath charge | | | |
| | 理髪衛生費 | Barbers & Hygiene exp. | | | |
| 計 | | | | | |
| 人工栄養費 | Artificial nutriment exp. | | | | |
| 特別加算額 | Extra amount to be added | | | | |
| 第 二 類 | 家具什器 | Furniture & upholstery | | | |
| | 水道料 | Water supply | | | |
| | 電燈代 | Electric light | | | |
| | マッチその他 | Matches, etc. | | | |
| | 雑費 | Sundry exp. | | | |
| 計 | Total | | | | |
| 小計 | Total | | | | |
| 住宅(家賃・地代)費 | Quelling exp. (House rent, Land rent) | | | | |
| 教育費 | 学校教育費 | School education exp. | | | |
| | 学校給食費 | School supply of food exp. | | | |
| 計 | Total | | | | |
| 合計 | Grand Total | | | | |

1st. Category

Educational Exp. 2nd Category

[2]

(ケース番号 No.)

(併給申請の場合)

Application for Grant of Joint Aid under Livelihood Protection Law
生活保護法による 扶助併給申請書 (乙)

申請者の住所氏名 Name & Address of Applicant

保護を受けようとする者の氏名 Name of person desiring to be protected

申請の理由 Reason for making Application

右のとおりにつき生活保護法により保護されるよう申請したことを
Being in a state as above, I hereby apply for protection under the Livelihood Protection Law.

Date 右

To _____, Mayor of Omiya City
氏名 Name & Seal
埼玉縣大宮市長 殿

Vide Reverse side.

(註) 1. この申請書は生活扶助と併給する場合だけ使用し不要の文字を抹消すること。
2. 医療扶助については医師の診断書、出産扶助については医師又は助産婦の妊娠証明書、生業扶助については事業計畫書、葬祭扶助については死亡診断書及び葬祭費見積書を添付すること。
3. 葬祭扶助の場合は申請理由に「死亡者の氏名、死亡年月日、葬祭年月」を記入すること。
4. この申請書に事実と相違したことを書いて、保護を受けた者は保護に要した金品を返還させられるばかりでなく生活保護法第八十三条により三年以下の懲役又は五万円以下の罰金に処せられます。

- Notes:
1. This form of application shall only be used when Livelihood aid is to be jointly granted, deleting unnecessary words
 2. Medical certificate of doctor for medical aid, Pregnant certificate of doctor or midwife for birth aid, business project for occupational aid and death certificate and estimate of funeral expenses for funeral aid shall be attached
 3. In the case of funeral aid, name of the dead, date of death and date of funeral ceremony shall be inserted in the Reason for application column.
 4. Any person received protection by making false declaration in this application form shall be not only made to return all money and articles but also sentenced to a penal servitude not exceeding 3 years or a penalty not exceeding \$50,000 by art 83 of the Livelihood Protection Law.

Confirmation Table of Minimum Cost of Living
最低生活費認定表

[3]

| Classification 区分 | | Amount worked out by Confirmation Standard Rule 最低生活費認定基準法により算出した額 | Amount personally confirmed by declarer 本人の申立による額 | Amount confirmed by Social Welfare Secretary 社会福祉主事の認定した額 | Reason of confirmation made by Social Welfare Secretary inconsistent to personal declaration 社会福祉主事が本人の申立と相違して認定をした理由 | | | | | | |
|-------------------------------------|---------------------------------------|---|--|--|--|---|---|---|---|--|--|
| Name なまえ Age and Sex 年齢・性別 | | Name, age and sex of Household Members 世帯構成員のなまえ・年齢・性別 | | | | | | | | | |
| | | 才 | 才 | 才 | 才 | 才 | 才 | 才 | 計 | | |
| 第 一 類 | 主食費 | Staple food expense | | | | | | | | | |
| | 副食費 | Side dish exp. | | | | | | | | | |
| | 嗜好品費 | Condiment | | | | | | | | | |
| | 衣身用品費 | Article of taste exp. | | | | | | | | | |
| | 入浴用品費 | Clothing | | | | | | | | | |
| | 理髪衛生費 | Personals belonging | | | | | | | | | |
| | 計 | Bath charge | | | | | | | | | |
| 第 二 類 | 人工栄養費 | Artificial nutriment exp. | | | | | | | | | |
| | 特別加算額 | Extra amount to be added | | | | | | | | | |
| | 家具什器料 | Furniture & upholstery | | | | | | | | | |
| | 水道燈代 | Water supply | | | | | | | | | |
| | 電燈その他雑費 | Electric light Matches, etc. Sundry exp. | | | | | | | | | |
| 小計 | Total | | | | | | | | | | |
| 住宅(家賃・地代)費 | Dwelling exp. (house rent, land rent) | | | | | | | | | | |
| 学校教育費 | School education exp. | | | | | | | | | | |
| 学校給食費 | School supply of food exp. | | | | | | | | | | |
| 計 | Total | | | | | | | | | | |
| 合計 | Grand total | | | | | | | | | | |

Educational Exp. 2nd Category

1st. Category

收入認定表

[4]

| Classification 区分 | Details of Income 收入の内容 (職種、業種等) Job title, occupation, etc. (被僱) Employed) | 本人の申告 Personal Declaration 收益に伴う必要出費 | | | | 認定 Confirmed | |
|-------------------------------------|--|--|----------------|--------------|-----------------------------------|---------------------------------|--|
| | | 収益総額 Total income | 内容 Contents | 金額 Amount | 特別 差引額 Special deduction | 差引収入 月額 Monthly income | 社会福祉 主事認定 Social welfare secretary |
| 定期収入 Regular Income | 1 勤労収入 (被僱) Income earned by service | | | | | | |
| | 氏名 Name | | | | | | |
| | 2 事業収入 (自営) Business income | | | | | | |
| | 氏名 Name | | | | | | |
| | 3 財産収入 Property income | | | | | | |
| 内訳 Particulars | | | | | | | |
| 臨時収入 Extra income | 4 恩給、年金保険等の収入 Pensions, Annuity Insurance, etc. | | | | | | |
| | 内訳 Particulars | | | | | | |
| | 5 仕送りによる収入 (現物は見積額) Income by allowance (If in goods, state its estimate) | | | | | | |
| 内訳 Particulars | | | | | | | |
| 計 Total | | | | | | | |
| 臨時収入 内訳 Particulars | | | | | | | |
| 合計 Total | | | | | | | |
| 収入認定額 Amount of income confirmed | | | | | | | |

Grant Ledger
給與台帳

記号 No
第 号

Person in charge
担当者

| 被保護者 The Protected | | State of Grant of Livelthood Protection 昭 和 For the Year 年度 | | | | | | | | | | 担当者 | | | | | |
|-----------------------|---------|--|-----------------------|----|------------------------|------------------------------|-----------------------|-----------------|--------|--------|-----------------------|-----|------------------------|------------------------------|-----------------------|-----------------|--------|
| 氏名 | 住所 | 昭 和 For the Year 年度 | | | | | 昭 和 For the Year 年度 | | | | | | | | | | |
| Name | Address | 区 分 | 最低 生活費 | 收入 | 生活 扶助費 | 教育 扶助費 | 給食費 | 住宅 扶助費 | 計 | 区 分 | 最低 生活費 | 收入 | 生活 扶助費 | 教育 扶助費 | 給食費 | 住宅 扶助費 | 計 |
| | 大宮市 | 月別 | Cost of Apt Living | | Liveli- hood aid | Edu- ca- tional aid | Food Supply Aid | Dwelling Aid | Totals | 月別 | Cost of Apt Living | | Liveli- hood aid | Edu- ca- tional aid | Food Supply Aid | Dwelling Aid | Totals |
| | 町 | 4月 | | | | | | | | 4月 | | | | | | | |
| | 丁目 | 5月 | | | | | | | | 5月 | | | | | | | |
| | 番地 | 6月 | | | | | | | | 6月 | | | | | | | |
| | | 7月 | | | | | | | | 7月 | | | | | | | |
| | | 8月 | | | | | | | | 8月 | | | | | | | |
| | | 9月 | | | | | | | | 9月 | | | | | | | |
| | | 10月 | | | | | | | | 10月 | | | | | | | |
| | | 11月 | | | | | | | | 11月 | | | | | | | |
| | | 12月 | | | | | | | | 12月 | | | | | | | |
| | | 1月 | | | | | | | | 1月 | | | | | | | |
| | | 2月 | | | | | | | | 2月 | | | | | | | |
| | | 3月 | | | | | | | | 3月 | | | | | | | |
| | | 計 | | | | | | | | 計 | | | | | | | |
| | | Totals | | | | | | | | Totals | | | | | | | |

扶助開始年月日
昭 和 年 月 日
扶助停止年月日
昭 和 年 月 日

扶助開始年月日
昭 和 年 月 日
扶助停止年月日
昭 和 年 月 日

Totals

Totals

| Class 区分 | | 4. 医療費支出状況 State of Reimbursement of Medical Expenses | | | | 5. 出生扶助 Birth Aid | | |
|-----------------------------------|----------------|--|-------------------|----------------|------------------------------|-----------------------------|-------------------------|-------------------|
| 月別 Month | 受療者 Patient | 請求月日 Date Claimed | 支拂月日 Date Paid | 支出金額 Amount | 助産機関名 Midwife Facility | 産婦名 Expectant Mother | 支給金額 Amount of grant | 支給月日 Date paid |
| 4月 Apr | | | | | | | | |
| 5月 May | | | | | | | | |
| 6月 June | | | | | | | | |
| 7月 July | | | | | | | | |
| 8月 Aug | | | | | | | | |
| 9月 Sept | | | | | | | | |
| 10月 Oct | | | | | | | | |
| 11月 Nov | | | | | | | | |
| 12月 Dec | | | | | | | | |
| 1月 Jan | | | | | | | | |
| 2月 Feb | | | | | | | | |
| 3月 Mar | | | | | | | | |
| 医療機関名 Name of Medical Facility | | 計 Total | | | 6. 生業扶助 Occupational Aid | | | |
| | | | | | 目 Object | | 支給金額 Amount of grant | 支給月日 Date paid |
| | | | | | 7. 葬祭扶助 Funeral Aid | | | |
| | | | | | 死亡者 The Dead | 葬祭を行う者 Person Conducting | 支給金額 Amount of grant | 支給月日 Date paid |
| | | | | | その他扶助 Other Aid | | | |
| | | | | | 区 Classification | 人員 No. of person | 金額 Amount | |
| | | | | | 人工栄養 Artificial nutriment | | | |

Protection Ledger
保 護 台 帳

District in charge
 地区 担当

Mark No.
 記号 第 号

Name of Householder Present address
 世帯主氏名 現住所
 Place of Registration Previous address
 本籍地 前居住地

| State of Household of the Protected | | | | | | | | | | |
|-------------------------------------|----------|---------------|-----|-----|---------------|-------------------------|------------|---------------------------------------|--------------|------|
| 氏名 | 続柄 | 生年月日 | 年齢 | 性別 | 学歴 | 心身の状況 | | 職業 | | 異動状況 |
| | | | | | | 既往症も含む | 職業 | 前 | 現在 | |
| Name | relation | Date of Birth | Age | Sex | School Career | Mental & physical state | Occupation | Whether insured with social insurance | State change | |
| 1 | | | | | | | | | | |
| 2 | | | | | | | | | | |
| 3 | | | | | | | | | | |
| 4 | | | | | | | | | | |
| 5 | | | | | | | | | | |
| 6 | | | | | | | | | | |
| 7 | | | | | | | | | | |
| 8 | | | | | | | | | | |

住居の状況 資産の状況 困窮原因 前に申請又は扶助を受けたことの有無
 State of Dwelling State of Property Cause of Pauperism Whether previously applied for and received aid

Supporter

| 扶養義務者 | 住所 | 氏名 | 年齢 | 性別 | 続柄 | 職業 | 扶養能力の有無 |
|-------|---------|------|-----|-----|----------|------------|-------------------------------|
| | Address | Name | Age | Sex | Relation | Occupation | Whether capable of supporting |
| | | | | | | | |

Shw No.

| | | | | | | | | | | | | | | | |
|-----------------|-----|--|------------------|--|--|----------------|---|--------|---------|---------|----|--------|----|---|---|
| 收第 | 号 | Designed | 起案 | 昭和 | 年 | 月 | 日 | Copied | 淨写 | Checked | 校合 | Issued | 發送 | 月 | 日 |
| 發第 | 号 | Inquiry | 経 | 同 | Concerning start of Protection under Livelihood Protection Law | | | | | | | | | | |
| Hatsu No. | | Law | 生活保護法に依る保護開始について | Having received application for protection as attached and after due investigation, it is proposed to start protection in accordance with the following plan for directives. | | | | | | | | | | | |
| Clerk | 係 | 指令第 | 号 | 指 | 令 | 案 | Plan for Directives | | | | | | | | |
| Chief Clerk | 係 長 | Directive No. | 住 | 所 | 大宮市 | 町 | 丁目 | 番地 | Address | | | | | | |
| Conference | 合 議 | 氏 | 名 | Name | | | | | | | | | | | |
| Division Chief | 課 長 | 昭和 | 年 | 月 | 日 | 申請生活保護法による扶助の件 | Matters concerning and under Livelihood Protection Law as per application dated | | | | | | | | |
| Assistant Mayor | 助 役 | 昭和 | 年 | 月 | 日 | より左記の通り | Date | | | | | | | | |
| Mayor | 市 長 | 記 | Note | Mayor, Omiya city seal | | | | | | | | | | | |
| | | 一、保護の条件は左の通りとする Condition of protection shall be as follows | | | | | | | | | | | | | |
| | | (一) 保護を受くべきもの Person entitled to protection | | | | | | | | | | | | | |
| | | (二) 保護の種類 Description of protection | | | | | | | | | | | | | |
| | | (三) 保護の方法、程度 Manner & extent of protection | | | | | | | | | | | | | |
| | | 二、左の各条の一に該当するときは保護の条件を変更するか又は停止廃止戻入等の措置を取るも | | | | | | | | | | | | | |
| | | When it falls within one of the following art, condition of protection shall be subject to alteration, suspense, abolition or forfeiture | | | | | | | | | | | | | |
| | | 法第二十八条一項及四項、法第六十一条、法第六十二条、法第六十三条、法第七十七条、法第七十八條(多々略) | | | | | | | | | | | | | |
| | | Paragraph 4 Art 28, Art 61, Art 62, Art 63, Art 77 Art | | | | | | | | | | | | | |

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DECLASSIFIED E.O. 12065 SECTION 3-402/NNDG NO.

Directive
指令第

号

Directive
指令書

Address
住所 大宮市

町 丁目

番地

Name
氏名

Matters concerning — aid under Livelihood Protection Law
昭和 年 月 日申請生活保護法による 扶助の件

as per Application dated
昭和 年 月 日より左記の通り する

It is to be — as follows effective — Date.
昭和 年 月 日

Mayor, Omiya City, Saitama Prefecture seal
埼玉縣大宮市長

記 Note

- 一、保護の條件は左の通りとする
Condition of protection shall be as follows.
(一) 保護を受くべきもの Receiver of protection
(二) 保護の種類 Description of protection
(三) 保護の方法、程度 manner and extent of protection
- 二、左の各條の一に該當するときは保護の條件を變更するか又は停止廢止、戻入等の措置を取るものとする
When it falls within one of the following art. condition of protection shall be subject to alteration, suspension, abolition or forfeiture
Law (一) 法第一條に該當するもの (二) 法第二條第十項及第二十項 (三) 法第三十三條
(四) 法第三十四條 (五) 法第三十六條第一項及第二項 (六) 法第六十二條、第六十三條
法第七十八條二項及四項、法第六十一條、法第六十二條、法第六十三條
法第七十七條、法第七十八條(条文略)

Details of Inquiry
 調査顛末書

| | | |
|--|---|---|
| 調査月日 <i>Date of Survey</i> | 担当社会福祉主事氏名印 <i>Name and Seal of Social Welfare Secretary in Charge</i> | Name and Seal of Social Welfare Secretary in Charge |
| 現住所 <i>Present address</i> | 申請者氏名 <i>Name of Applicant</i> | Name of Applicant |
| 申請の経緯 <i>Circumstances of application</i> | 近隣の風評 其他参考事項 <i>Opinion of neighbors and other matters of reference</i> | |
| 調査内容 <i>Contents of inquiry</i> | 調査後の意見 <i>Opinion after inquiry</i> | |
| | 協議会の意見 民生委員並に <i>Opinions of Welfare Com. and its Council</i> | |

Protocol of Computation of Aid

[7]

| 扶助算出調書 | | 世帯主氏名 Name of Householder | |
|---|---------------------------------|--|---------------|
| Minimum cost of living 最低生活費 内訳金額 | Income or Appropriates 収入充当額 | 扶助額又は現物給付の種類 Classification of Monetary | 備考 Remarks |
| 生活扶助 Livelihood aid | -4- | aid or supply of goods | |
| 住宅同 Dwelling | -4- | | |
| 教育同 Educational | -4- | | |
| 医療同 Medical | -4- | | |
| 出産同 Birth aid | | | |
| 生業同 Occupational | -4- | | |
| 葬祭同 Funeral | -4- | | |
| 計 Total | | | |
| 記 事 Description | | | |

775013

DECLASSIFIED E.O. 12065 SECTION 3-402/NNDG NO.

| | | | | | | | | | | | |
|---|---|-----|----|---|---|---|----|----|----|---|---|
| 收第 | 号 | 起案 | 昭和 | 年 | 月 | 日 | 淨写 | 校合 | 發送 | 月 | 日 |
| 發第 | 号 | 経 伺 | | | | | | | | | |
| 生活保護法に依る保護開始について | | | | | | | | | | | |
| 別紙の通り保護申請があり調査の結果左記指令案に依り保護を開始して宜しいでしょうか | | | | | | | | | | | |
| 左 記 | | | | | | | | | | | |
| 指令第 号 指令案 | | | | | | | | | | | |
| 住所 大宮市 町 丁目 番地 | | | | | | | | | | | |
| 氏名 | | | | | | | | | | | |
| 昭和 年 月 日申請生活保護法による 扶助の件 | | | | | | | | | | | |
| 昭和 年 月 日より左記の通り する | | | | | | | | | | | |
| 昭和 年 月 日 大宮市長 | | | | | | | | | | | |
| 記 | | | | | | | | | | | |
| 一、保護の条件は左の通りとする | | | | | | | | | | | |
| (一) 保護を受くべきもの | | | | | | | | | | | |
| (二) 保護の種類 | | | | | | | | | | | |
| (三) 保護の方法、程度 | | | | | | | | | | | |
| 二、左の各条の一に該当するときは保護の条件を変更するか又は停止廃止戻入等の措置を取るも | | | | | | | | | | | |
| のとする | | | | | | | | | | | |
| 法第二十八条一項及四項、法第六十一条、法第六十二条、法第六十三条、法第七十七条、法 | | | | | | | | | | | |
| 第七十八条(条文略) | | | | | | | | | | | |

市長
助役
課長
合議
係長
係

Directive No. [II] 指令第 号

Directive 指令書

ケース No.

Address 住所 大宮市 町 丁目 番地
Name 氏名

Matters relating to — aid under the Livelihood Protection Law
昭和 年 月 日付 指令第 号に依る生活保護法の 扶助
referred to in Directive No. — dated shall be carried into
の件 昭和 年 月 日より左記の通り する
effect on and after date.
昭和 年 月 日 Date

Mayor, Omiya City, Saitama Prefecture.
埼玉縣大宮市長

記 Note.

- 一 保護の を受ける者 Receiver of Protection
- 二 する保護の種類 Description of protection
- 三 廢止(停止)の理由 Reason of abolition (suspense)
- 四 する保護の程度 Measure of protection

Explanation - Complaints on the description and manner of protection
註 この変更による保護の種類程度方法について不服があるときは申し出て下さる
resulting from this alteration shall be filed with us.

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二 社発第 号
Sha Hatan No.

昭和 年 Date 月 日

Mayor, Omiya City
埼玉縣大宮市長

To

殿

Subject relating to request for inquiry of wages & salaries.
賃金給料調査依頼の件

現住所 Present address

被調査者 Person subject to inquiry

Having found it necessary in giving decisions to the application
右者生活保護法の適用方申請に對し可否決定上必要につき御繁忙中恐縮乍ら左記調書に御記入
for grant of protection under the Livelihood Protection Law, I
の上折返し御回報煩し度此段御依頼致します
shall be pleased if you reply per return with due entries in this
尚過去六ヶ月間の支給額を併せて御調査戴けるならば幸甚と存じます
Further, I shall esteem it a favor if you kindly report aggregate
amount of pay in past 6 months

Note

..... 切 Cutting 取 線

| 種別 項目 Item | 月 month | | | | | | 事業所 Office |
|-----------------------------------|------------|---|---|---|---|---|-----------------------------------|
| | 月 | 月 | 月 | 月 | 月 | 月 | |
| 賃給 料 金 Salary | | | | | | | 名 稱 Title |
| 家族手当 Family allowance | | | | | | | 所在地 Place |
| 勤務地手当 Locality | do | | | | | | |
| 超過勤務手当 Overtime | do | | | | | | |
| 当直手当 Duty | do | | | | | | |
| 計 Total | | | | | | | 職名又ハ 地位 Position |
| 勤勞所得稅 Earned income tax | | | | | | | 所屬 Belonging to |
| 健康保險料 Health insurance premium | | | | | | | 被調 査名 Subject to inquiry |
| Net balance 差引支給額 | | | | | | | |

| 種別 項目 Item | 月 Month | | | | | | 事業所 Office |
|-----------------------------------|------------|---|---|---|---|---|--------------------------------|
| | 月 | 月 | 月 | 月 | 月 | 月 | |
| 賃金 Salary | | | | | | | 名 稱 |
| 家族手当 Family allowance | | | | | | | 所在地 Place |
| 勤務地手当 Locality | do | | | | | | Title |
| 超過勤務手当 Overtime | do | | | | | | |
| 当直手当 Duty | do | | | | | | |
| 計 Total | | | | | | | 所屬 Position |
| 勤勞所得稅 Earned income tax | | | | | | | 地名又位 App. title or position |
| 健康保險料 Health insurance premium | | | | | | | 被調 Name of person inquiring |
| Net balance 差引支給額 | | | | | | | |

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DECLASSIFIED E.O. 12065 SECTION 3-402/NNDG NO.

Sha Haten No
社 発 第 号

昭和 年 Date 月 日

Yugawa Tatsumasa, Mayor, Omiya-city
大宮市長 津 川 辰 政

To 殿

Matters concerning request of inquiry on the person responsible
生活保護法に依る扶養義務者並に資産状況調査依頼の件
for support and state of property

本 籍 地 Place of Registration

現 住 所 Present address

保護申請者 Applicant for protection.

I shall be glad if you will kindly make inquiries on the matters
右者に対する扶養義務者 に対する別紙事項について御多忙中恐縮乍ら
referred to in the separate sheet concerning the person responsible for
御調査折返し御回答願し度此の段御依頼致します
support of the abovementioned person.

記 Note.

1. 調査事項 別紙の通り

The matters of inquiry as per separate sheet

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DECLASSIFIED E.O. 12065 SECTION 3-402/NNDG NO.

第 No. 号

昭和二十五年 *date* 月 日

To Mayor, *Omiya-city*,
大 宮 市 長 殿

Headman, City, town or village
市 町 村 長

Answer to inquiry about the person responsible for support and
生活保護法に関する扶養義務者並に資産状況調査の件回答

標記の件に関する昭和二十五年 月 日附二五社發第 号に依る調査依頼の件左記

We hereby reply to the request of inquiry per 25 Sha Hatsu No. —
の通り回答する
dated _____

記 Note

何 縣 — Prefecture.

申請人との続柄 *Relation between the applicant*

1. Copy of census register 氏 名 *Name*

戸籍謄本 一通

但し記事除籍者省略せざるもの婚姻出生等に依る戸籍を別にせるものについては該謄本も添付願ふ度 *Provided that the same shall be in full of all entries on those struck out of register with addition of that of family reparated on account*

調査事項 *Matters of inquiry of marriage, birth, etc.*

| | | | | | | | | | |
|---------|-------------------------------------|-------------|-------------------|------------|-------------------|-------------------|-------------------------------|---------------|----------------|
| 扶 養 義 構 | 扶 養 義 構 <i>State of Property</i> | 住 所 | <i>Address</i> | | | | | | |
| | | 氏 名 | <i>Name</i> | | | | | | |
| | | 動 産 | <i>Movables</i> | | | | | | |
| | | 不 動 産 | <i>Immovables</i> | | | | | | |
| | | 氏 名 | 続 柄 | 性 別 | 生 年 月 日 | 職 業 | 及 所 務 在 地 | 先 收 入 | 備 考 |
| | | <i>Name</i> | <i>Relation</i> | <i>Sex</i> | <i>Birth date</i> | <i>Occupation</i> | <i>Workshop and its place</i> | <i>Income</i> | <i>Remarks</i> |
| | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |

responsible to support

Person responsible to support

| | | | | | | | | | |
|-------------------|--------------------------------|--|-----------|-----|------------|------------|---------------------------|--------|---------|
| 扶 養 者 | 住所 | Address | | | | | | | |
| | 氏名 | Name | | | | | | | |
| 扶 養 義務 者 | State of Property - 状況の産資 | 動産 | Movable | | | | | | |
| | | 不動産 | Immovable | | | | | | |
| 扶 養 義務 者 | Household members 家族構成 員 | 氏名 | 続柄 | 性別 | 生年月日 | 職業 | 勤務先 及所在地 | 収入 | 備考 |
| | | Name | Relation | Sex | Birth date | Occupation | Workshop and its place | Income | Remarks |
| 扶 養 者 | 毎月仕送り 出来得る金額 | Amount available for monthly allowance | | | | | | | |
| | 共 他 参 考 事 項 | Other referential matters | | | | | | | |

備考 (1) 資産の状況……動、不動産は具体的に御記入下さい。Substantial entries request for immovables

備考 (2) 家族構成……家族については特に職業勤務場所収入は詳細記入下さい。Household members write entries requested for occupation workshop and income

備考 (3) 扶養能力……毎月仕送り出来得る金額及物品の場合は金額に換算して記入下さい。Supporting ability Amount of month allowance and in case of goods, its money equivalent

備考 (4) 其の他……扶養能力があると思料される時は扶養するよう御説得下さい。Others If found capable of supporting, kindly persuade him to do so

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DECLASSIFIED E.O. 12065 SECTION 3-402/NNDG NO.

(様式その1)

Notice of Decision rejecting Application for Protection
保護申請却下決定通知書

Address *Omiya*
住所 大宮市 町 丁目 番地
要保護者氏名 *Name of person to whom protection is* (required)
右との関係 *Relation between the aforesaid person*
住所 *Address*
申請者氏名 *Name of Applicant*

While an application for protection under the Livelihood Protection Law has been filed with us dated *日付を以て* *右に係る生活保護法による* *の保護に* *つき申請があつたが左記の理由により本法による保護はなしたいたから* *却下する* the following reason as of no avail.

昭和 年 月 日

Mayor, Omiya-city, Saitama-Prefecture
埼玉縣大宮市長 *Seab.*

記 Note

- 1. 理由及根據 *Reason and its base*
- 2. 決定の十四日を超過した事由 *Reason of the decision exceeding 14 days*

(様式その二)

Protocol of Rejection of Application for Protection
生活保護法に関する保護申請却下処理調書
under the Livelihood Protection Law.

- 一、保護申請受付者職氏名及關係民生委員
Occupation & Name of Applicant for Protection and Welfare
Committee man in charge.
- 二、保護申請内容等の調査時期及び方法
Determination of contents of application for protection.
- 三、保護申請内容の判定
 1. 財産及負債の状況 State of property and loan.
 2. 最低生活費の状況 State of minimum cost of living
 3. 収入の状況 State of income
 4. その他参考事項 (扶養義務者、素行、勤労意志等) Other referential matters (Person responsible for support, behaviour, will to work, etc)
- 四、關係者の意見、風評
Opinion & rumour among concerned
 1. 民生委員 Welfare committee men
 2. 民生委員協議會 Welfare committee
 3. 勤先 Place of job.
 4. 近隣、知人、其他 Neighbors, friends, etc
- 五、當該世帯の却下に對する態度
Attitude of the household in question against the rejection.
- 六、その他参考事項 (他の救濟、保護の手段措置)
Other referential matters (Other means of relief or protection)

の單併給
 別給
 一並社
 部患者負保
 担額に險
 番号
 發行
 回数
 交付
 住所
 世帯主氏名
 受療者氏名
 年令
 續柄
 居
 入院の別
 宅附添の有無
 自費市費の別
 所
 在
 地
 名
 傷病名
 期
 間
 發行
 日
 時

Name on preceding page.

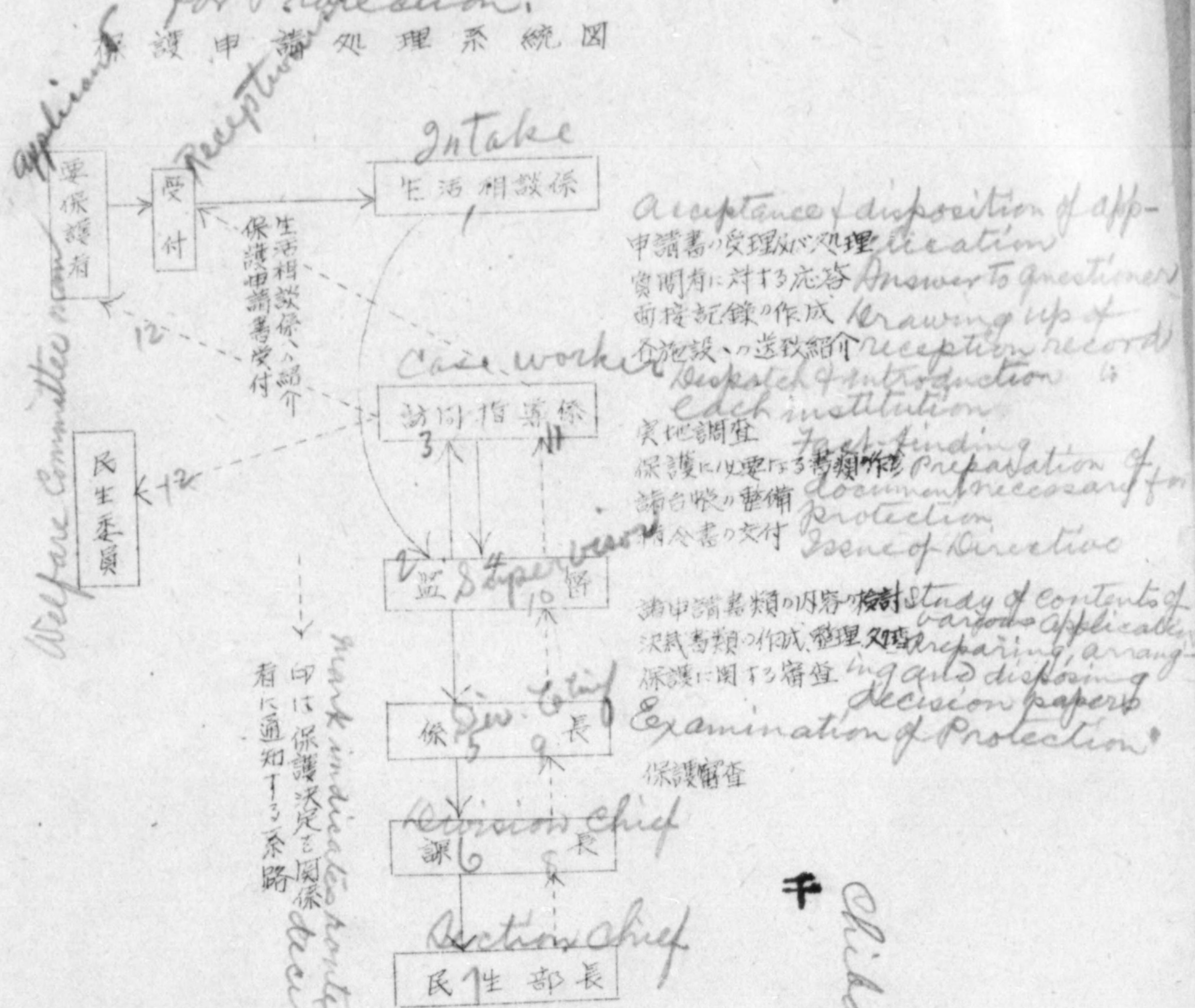
Single or joint grant
 Social Insurance
 Part borne by Patient
 Issue No.
 No. of Grant
 Address
 Name of Householder
 Name of Patient
 Age
 Relation
 Distinction between
 Residence or Hospitalization
 Whether attended or not
 At own expense or
 City expense
 Name of Hospital
 Locality
 Name of Disease
 Term of Issue
 Date of Issue

の單併給
 別給
 一並社
 部患者負保
 担額に險
 番号
 發行
 回数
 交付
 住所
 世帯主氏名
 受療者氏名
 年令
 續柄
 居
 入院の別
 宅附添の有無
 自費市費の別
 所
 在
 地
 名
 傷病名
 期
 間
 發行
 日
 時

Chiba City

Chart showing disposition system of application for Protection.

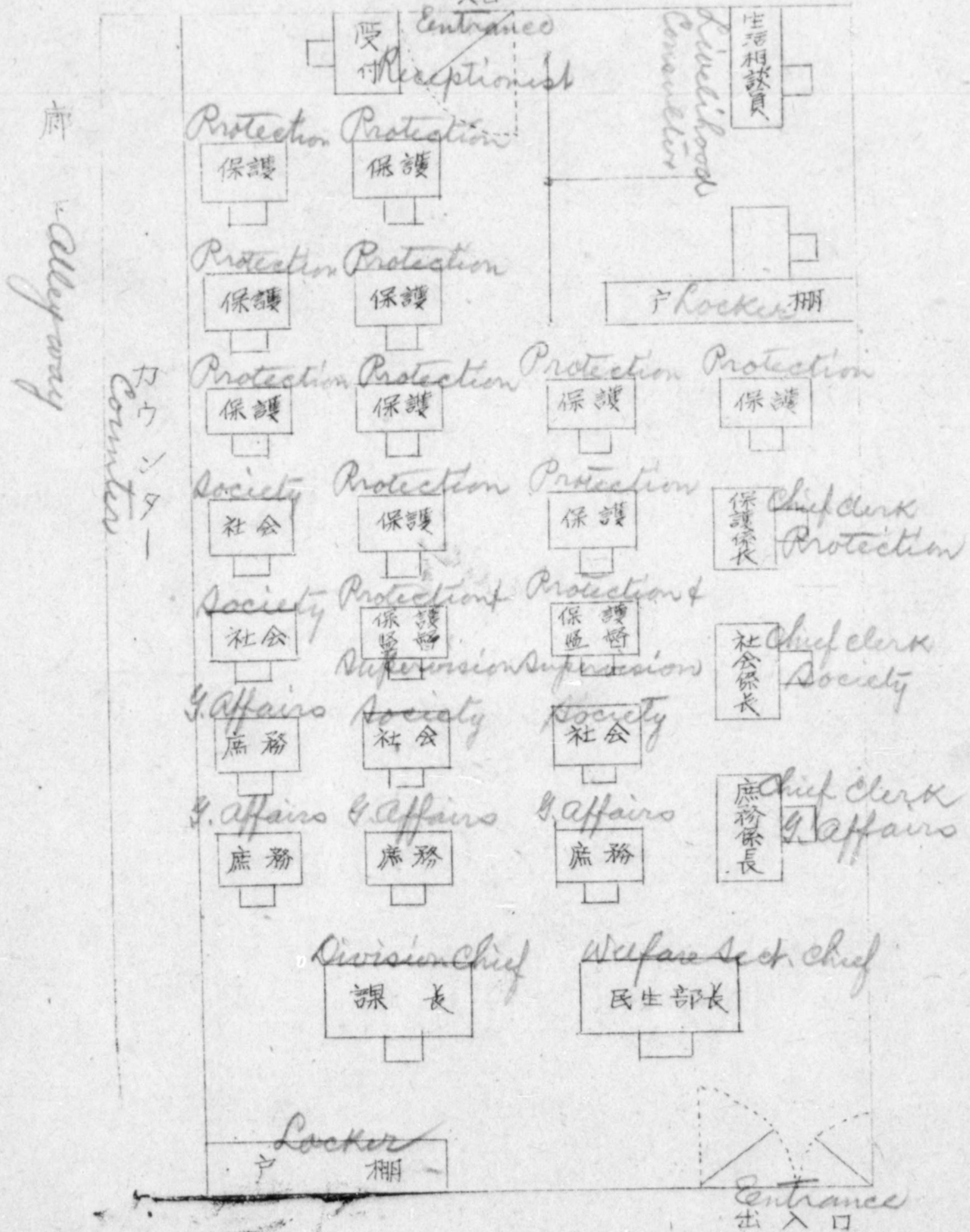
保護申請処理系統図



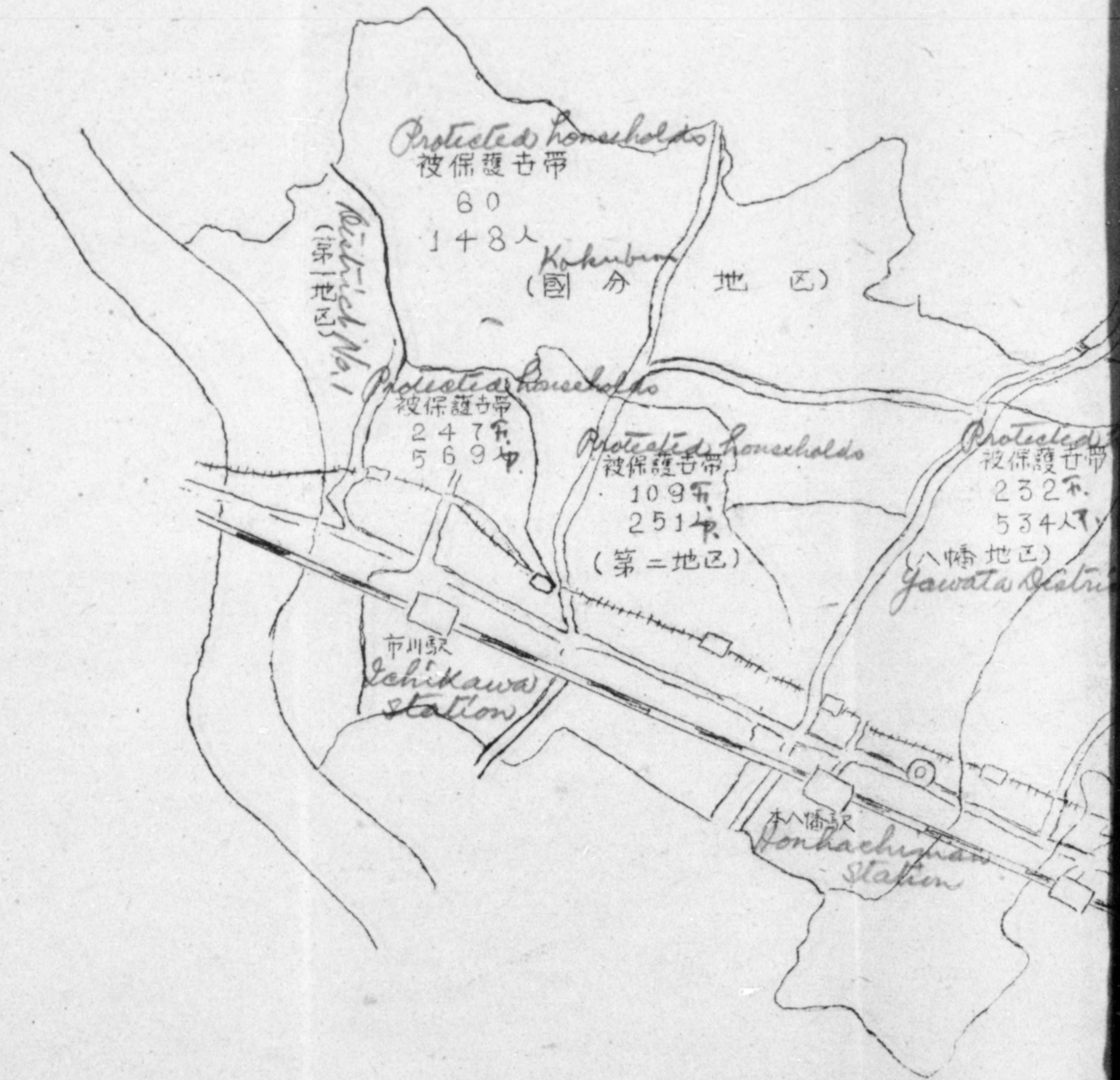
Mark indicates route of communicating the decision to the concerned do

千葉市 Chiba City

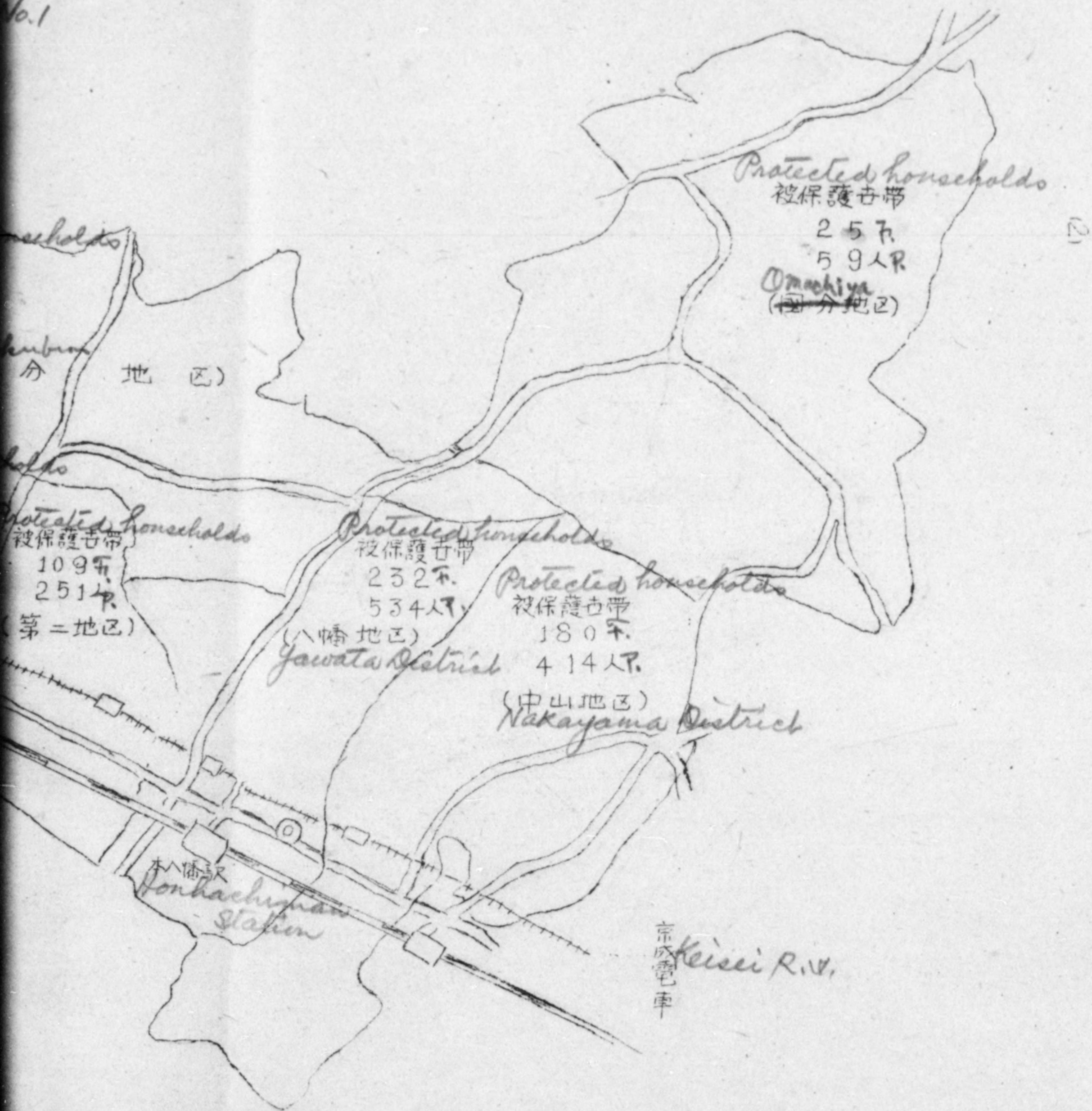
Arrangement Chart of Office room of Welfare Sect
厚生課事務室内配列図



Separate Table No. 1
別表第一



No. 1



of Welfare Committee Law.

5

- (2) 医療券の整理及^{機関}基金への發送 Adjustment of medical treatment ticket & forwarding of same to respective organ.
- (3) 医療券の交付及医療台帳の整理

- 統計 Statistics
- (1) 統計及諸報告並びに圖表作成 Statistics, reports & graphic re-
 - (2) 資料の蒐集及統計報告文書の保管 presentations.
- Collection of data and custody of statistics, reports & documents.

- 経理 Accountant
- (1) 生活扶助、教育扶助、給食費その他扶助支拂の手續 Procedures of payment of expenses for livelihood,
 - (2) 國庫縣費補助に關する事務 protection, educational aid, food
 - (3) その他経理に關する事務 supply and other aids
- Matters concerning subsidy on prefectural expenditure from national treasury.

Other matters connected with accounting.

- 社会係 Society
- 福利事務全般に關する指導監督 Guidance & supervision on all welfare business

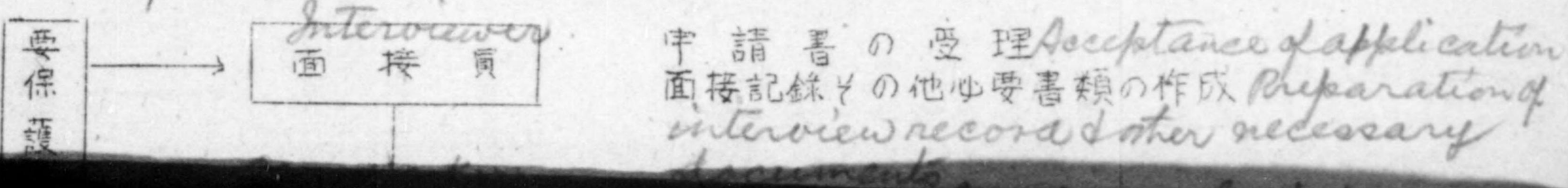
- 社会係 Society
- 行路病人及死亡者取扱其他社会福祉に關する事務 Handling of pedestrian patients, the dead, and other social welfare business

- 收容施設 Accommodating facilities
- 厚生寮及庶民住宅に關する事務 Business connected with welfare homes, public residence & maternal & child home

- 社会施設 Social institution
- 保育所に關する事務 Business concerning day nursery
 - 浴場に關する事務 bath.

- 共同作業所に關する事務 Business concerning joint workshop.
- Disposition system of Application for Protection
- 保護申請處理系統圖

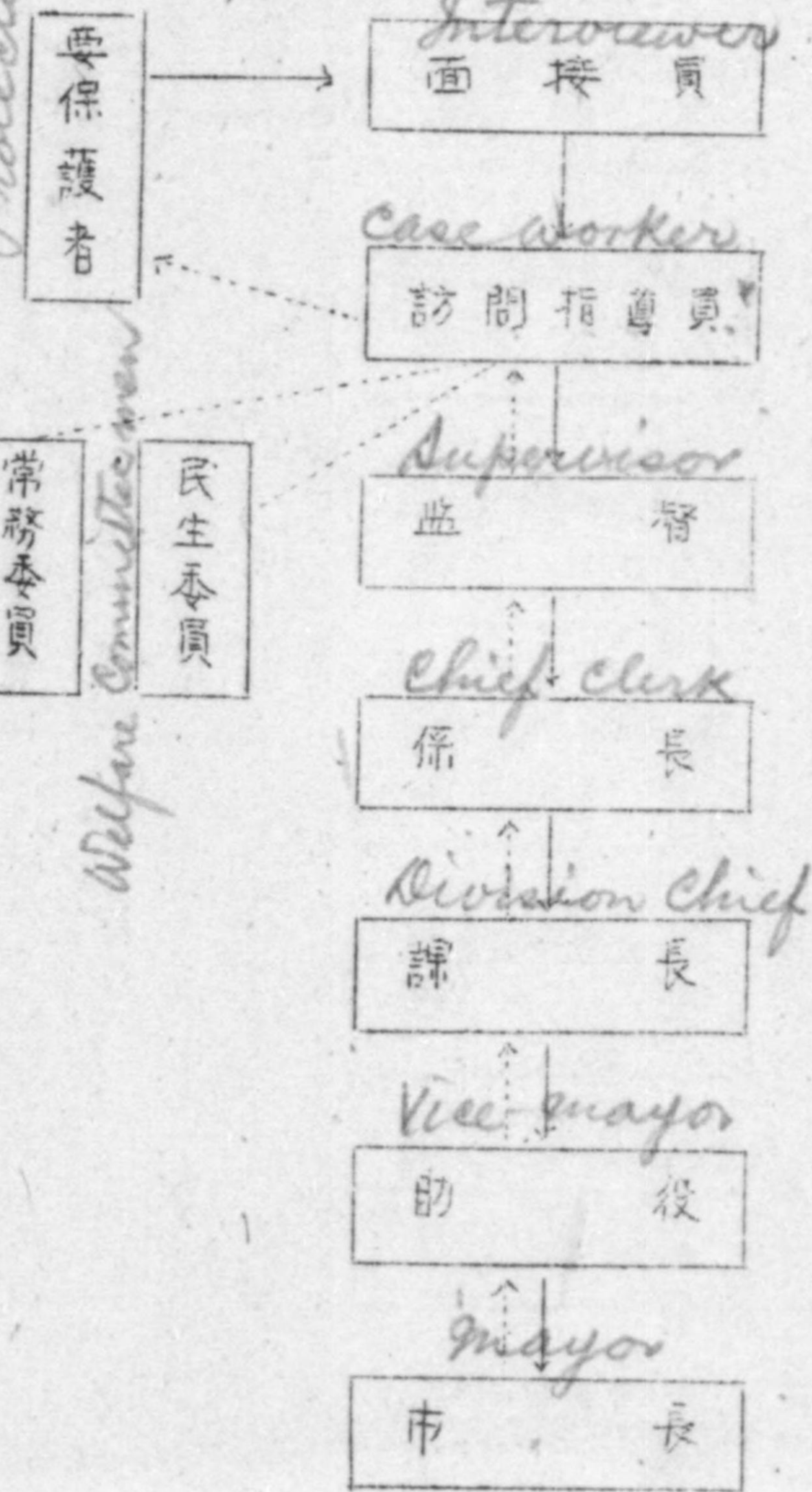
6 on requiring protection



Handling of pedestrian patients, the dead, and other social welfare business
 收容施設及庶民住宅に関する事務 Business connected with welfare homes, public residence & maternal & child home
 社会施設に関する事務 Social institution
 保育場に関する事務 Business concerning day nursery bath.

天同作業所に関する事務 Business concerning joint workshop.
 Disposition system of Application for Protection
 保護申請処理系統圖

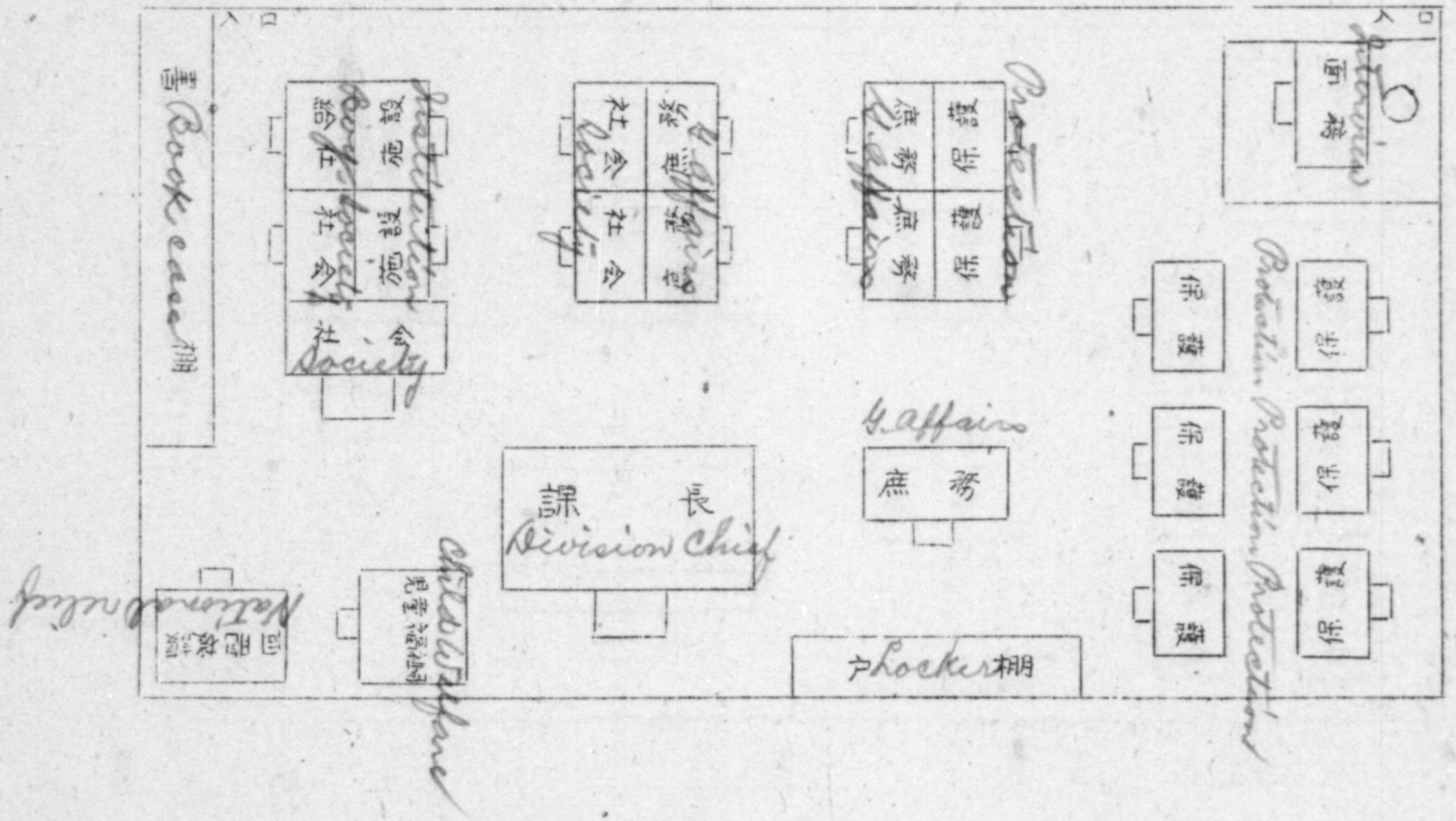
6
 Executive Committee Person requiring Protection
 Welfare Committee men



申請書の受理 Acceptance of application
 面接記録その他必要書類の作成 Preparation of interview record & other necessary documents
 実地調査 Inquiry on the spot.
 保護に必要な書類の作成 Preparation of necessary documents
 台帳の整備 指令書の交付 Issuance of directives
 申請書類の内容検討 Investigation of contents of application form
 Examination of protection
 保護審査

7

Diagram showing arrangement of Welfare Division Office
厚生課事務室内配列圖
room.



Nov 1950
昭和25年11月

Ichikawa City Welfare Administration Organization Outline
市川市厚生行政機構の概要

Ichikawa City, Chiba Pref.

市川市

Ichikawa City

Present state of Ichikawa City
 1. 市川市の現況

- (1) 人口 *Population* 102,506人 Men 男 49,692
Women 女 52,814
- (2) 世帯数 *No. of households* 22,199世帯
- (3) 面積 *Acrag* 33.1平方千米 Sq. Kilometers
- (4) 都市型 *Type* Residential town
住宅都市
- (5) 交通関係 *Communication relations* Vide, charts of allotted districts of caseworkers
訪問員担当地区等の関係圖参照

2. 厚生問題に関する事項
Matters concerning Welfare Problem

- (1) 生活保護状況 *General features of Livelihood Protection*

| 月別 | 種別 | 保護の種類 | | | | | Total 計 |
|----|------------------------|-------------------------------|--------------------------------|----------------------------|--------------------------|---------------------------------|---------|
| | | 生活扶助 <i>Livelihood Aid</i> | 教育扶助 <i>Educational Aid</i> | 医療扶助 <i>Medical Aid</i> | 出産扶助 <i>Birth Aid</i> | 職業扶助 <i>Occupational Aid</i> | |
| 4 | 世帯 <i>Household</i> | 563 | | 217 | | | 783 |
| | 人員 <i>Member</i> | 1686 | | 220 | | | 1906 |

| | | | | | | | |
|---|-----------------|--------|---------|------|----|-------|----------|
| | Amount 金額 | 91702 | | | | 3.500 | 905202 |
| 5 | Household 寺帶 | 569 | 251 | | 1 | 5 | 826 |
| | member 人員 | 1678 | 254 | | 1 | 5 | 1938 |
| | Amount 金額 | 940815 | 4300 | | 93 | 6200 | 952845 |
| 6 | 寺帶 | 567 | 223 | | 1 | 4 | 795 |
| | 人員 do | 1661 | 227 | | 1 | 4 | 1888 |
| | 金額 | 909724 | 1002277 | | 90 | 5200 | 1812.001 |
| 7 | 寺帶 | 565 | 288 | 1 | 1 | 2 | 857 |
| | 人員 do | 1662 | 290 | 1 | 1 | 4 | 1956 |
| | 金額 | 928348 | 338260 | 1000 | 93 | 2600 | 1270.301 |
| 8 | 寺帶 | 563 | 232 | | | 4 | 849 |
| | 人員 do | 1675 | 285 | | | 4 | 1864 |
| | 金額 | 929831 | 888121 | | | 6100 | 1824.052 |
| 9 | 寺帶 do | 567 | 291 | | | 4 | 864 |
| | 人員 | 1681 | 294 | | | 4 | 1979 |

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2

| | | | | | | |
|----|------------------|-----------|-----------|--|-------|-----------|
| | 金額 | 330,014 | 1,106,771 | | 7.200 | 204,3985 |
| 10 | 寺帶 | 571 | 288 | | 4 | 864 |
| | 人員 ^{do} | 1685 | 291 | | 4 | 1980 |
| | 金額 | 1,011,669 | 865,288 | | 7.600 | 1876,957 |
| 11 | 寺帶 | 568 | 283 | | 2 | 853 |
| | 人員 ^{do} | 1688 | 285 | | 2 | 1,975 |
| | 金額 | 876,037 | 110,9423 | | 3.800 | 1,939,260 |

備考 Remark
 Included in the livelihood protection, there are Residence aid expense
 生活扶助中に住宅扶助費教育扶助費を含む 但し11月分より生活扶助は教育扶
 助を含まず and educational aid expenses

(2) No. of institutions, Type and number of personnel
 施設の数、型、その他施設の所属人員数

(4) 保育所 Day nursery
 I 第一保育所 No1 Nursery (市 立) 5 1 Persons

| | | | | | |
|-----|--------|---------------|---------------|-----|---------|
| II | 第二保育所 | No. 2 Nursery | (市 City 立) | 40人 | Persons |
| III | 東台保育所 | Todai | (私 Private 立) | 21人 | " |
| IV | 國府台保育園 | Konodai | (私 立) | 82人 | " |
| V | いづみ保育園 | Izumi | (私 立) | 25人 | " |

(ロ) 精神薄弱児童施設 Institution for feeble minded Children
yawatagakuen. Private

| | | | | |
|---|------|-------|-----|---------|
| I | 八幡学園 | (私 立) | 53人 | Persons |
|---|------|-------|-----|---------|

(ハ) 母子寮 Maternal & Child home
Ichikawa Boshiryō

| | | | | |
|---|-------|------------|-----|------------|
| I | 市川母子寮 | (市 City 立) | 24人 | Persons |
| | | | 9戸 | Households |

(ニ) その他の施設 Other facilities

| | | | | |
|----|-------|------------------------------|------|--|
| I | 共同作業所 | Joint workshop | | |
| II | 児童遊園地 | Children's recreation ground | 157所 | |

(3) 児童保護ケースの数 Number of cases of juvenile protection

| | | | | |
|-----|-----------|------------------------|-----|-----|
| (イ) | 法第23条措置 | Case under Law Art. 23 | 15名 | 9戸 |
| (ロ) | 法第24条措置 | Art. 24 | 94名 | 81戸 |
| (ハ) | 法第27条3号措置 | Para 3, Art. 27 | 41名 | 32戸 |

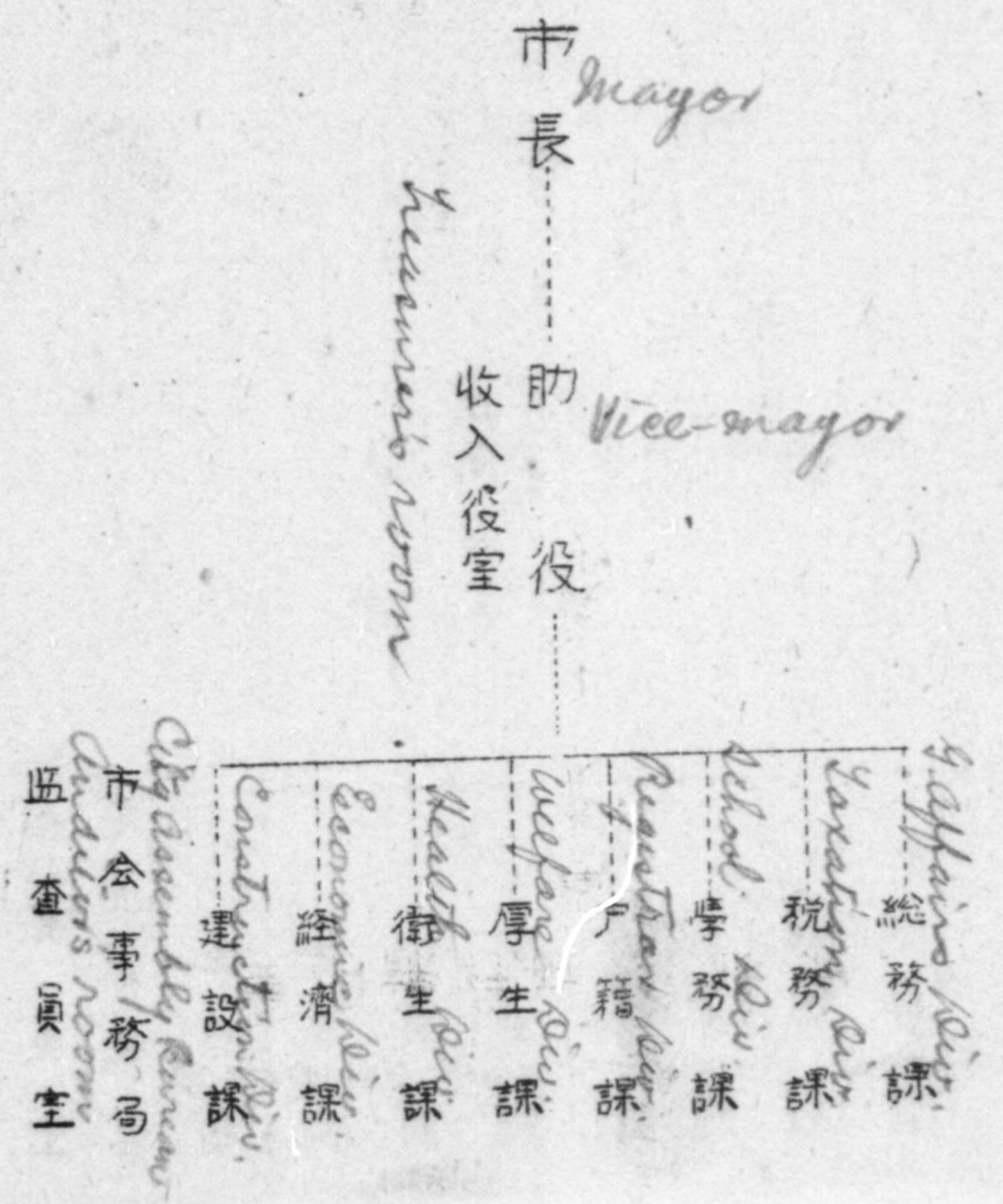
3
 (4) Case allotment of Social Welfare Manager
 社会福祉主事ケース分担状況

| 地区分 District | Total Household 総世帯数 | Total Population 総人口 | Total Total Pro- Total 被保護 立世帯数 Person | Total Total 被保護 人員 Person | 児童保護 児童世帯数 Children Protected | 児童保護 児童世帯数 Children Protected |
|------------------|----------------------------|----------------------------|---|---------------------------------------|--|--|
| 第一地区 No. 1 | 5,209 | 23,651 | (51) 247 | 569 | 40 | 52 |
| 第二地区 No. 2 | 4,315 | 19,357 | (17) 103 | 251 | 37 | 49 |
| 八幡地区 Yawata | 5,734 | 26,154 | (43) 232 | 534 | 25 | 28 |
| 中山地区 Nakayama | 4,766 | 22,323 | (22) 180 | 414 | 11 | 12 |
| 国分地区 Kokubu | 1,576 | 7,281 | (14) 60 | 148 | 9 | 9 |
| 大相地区 Okashira | 599 | 3,740 | (1) 25 | 59 | 0 | 0 |
| 計 Total | 22,199 | 102,506 | (148) 853 | 1,975 | 122 | 150 |

()内は併給を示す
 Those within parenthesis show joint grant.

19.

る Organization Table of City Administration System
市の行政組織の機構表



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Organization Table of Welfare Administration
 厚生課行政機構表

4

課長
 課長代法
 Acting Chief

GA
 庶務係
 Chief Clerk

Protection
 保護係
 Chief Clerk
 面接員 (1名)
 訪問指導 (7名)
 指導監督 (1名)
 計 10名

Welfare Affairs
 庶務 (2名)
 經理 (1名)
 統括 (1名)
 計 5名

Social Affairs
 社会係
 Chief Clerk (係長二)
 收容施設
 厚生寮
 浴場
 共同作業所 3名
 行路病人及死七人取扱者 2名
 身障者 2名
 外洋人 1名
 市揚人 1名
 引揚人 1名
 災害救助 1名
 生活共同組 1名
 赤十字委員会 1名
 赤十字物資配給部 1名
 計 9名

Handling of Rehabilitation Patients
 物理療育係
 Registers of Aliens
 Guide to Widows
 Repatriate Relief
 Repatriate Relief
 Red Cross Committee
 Distribution of RARA Goods

5

Business allotment of Personnel in Charge
各係員の事務受持表

Protection Chief Clerk (1)
保・護 係 係長 (1名)

Execution of business under the Livelihood Protection Law
(1) 生活保護法による事務の実施

(2) 保護の開始・変更・廃止・停止に関する事項
(3) 指導員の指導監督
Matters relating to commencement, alteration, abolition and suspension of protection

Guidance of supervisor and supervisor
面接員 Interviewers

(1) 保護申請の受付 Acceptance of application for protection
(2) 保護申請者との面接・相談・指導 Interviews, consultation & guidance
(3) 必要書類の作成 guidance of applicants

Drawing up requisite documents
訪問指導員 Case workers

(1) 要保護者の発見実態調査 個別相談・指導
(2) 保護に必要な書類の作成 Preparation of necessary papers
(3) 保護台帳の整備許可書の交付 Completion of protection
(4) 民生委員との連絡 Case record & issuance of permission

Liaison with Welfare Committee men
庶務係 General affairs

係長 Chief clerk

厚生課一般庶務事項及び生活保護法施行に関する企画及文書の受理

Plotting of general affairs of Welfare Division and execution of
庶務 Livelihood protection also receiving of documents

(1) 民生委員法施行に関する事務 Business relating to effectuation

Welfare Conference Reference Material
(Responsibility of Various Division)

Kawaguchi

Welfare Division
Kawaguchi City

厚生協議会参考書

〔各係の責任について〕

川口市民生課

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DECLASSIFIED E.O. 12065 SECTION 3-402/NNDG NO.

Business Allotment of Welfare Division.
民生部事務分掌

三〇 川崎市 Kawaguchi City

課長 Division Chief

課長は行政事務上の職務を執行し、Division chief carries out his duty as an administrator

○課員の人事 Personal affairs of division personnel

○課員の指導監督 Guidance & supervision of division personnel

○予算編成並に執行の責任 Responsibility for compilation of budget and its execution

○事業の企画立案 Planning & framing of work

○上司との連絡 Liaison with the superior

○市議会の連絡 Liaison with city assembly

○会議への出席 To be present at a conference

○施設の指導監督 Guidance & supervision of institutions

○各種委員の選任並に賞罰 Appointment of various committees & their reward or punishment

○災害救済隊の管理 Management of disaster relief corps.

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庶務係 General Affairs
 General Affairs clerk is to handle administration & accounting of
 the division and to cooperate with Protection clerk and Society clerk
 carrying out the job. Centering the chief clerk so as to facilitate
 庶務係の課内の管理と会計の執行に當り、保護係・社会係の
 事務と協力する。中心に主任庶務係を据へて、事務の遂行を
 円滑にする。

- 課員の服務 (課内の整理・清掃) Duty of division personnel (Good order & cleanliness)
- 文書の收受発送並に整理完結 Receiving, despatching of documents and their completion of disposition
- 課への訪問者の接待と案内 Reception and guidance of visitors to the division
- 課の運営に關する課長の書作製 Preparation of demand for budget pertaining to management of the division
- 課の主管に關する課長の執行 Execution of budget under control of the division and its accounting
- 国庫・県費補助金の收受並に諸収入の整理 Receiving subsidy on prefectural expenditures from the national Treasury and adjustment of all revenue
- 保護決定通知書作製 Drawing up notice of decision of protection
- 統計・各種報告書作製 Preparation of statistics and other informations
- 保護費の支拂通知書発送 Despatch of notice of payment of protection expenses
- 課の備品・消耗品の管理・調査 Custody and procurement of furniture and consumable goods of

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DECLASSIFIED E.O. 12065 SECTION 3-402/NNDG NO.

- 保護の施行に関する調査 Inquiry about operation of protection
- 保護の種類・程度・方法等の認定 Recognition of description, measure & manner of protection
- 保護記録簿その他関係書類の整備・保管 Completion & custody of Protection ledger and other documents
- 保護実施後の生活指導 Guidance of livelihood after execution of protection
- 医療券(初診券)の交付 Issuance of medical treatment ticket (First examination ticket)
- 被保護者・保護申請者に対する情報収集(民生委員からの情報も含む) Collection of information on the protected and applicant for protection.
- 要保護者の発見と社会調査 Discovery of people requiring protection and social surveys
- 保護施設・児童福祉施設への要入所者の調査 Inquiry on people necessary to be admitted into protective or child welfare institutions.
- 各種社会事業団体と施設との紹介・連絡・活用 Introduction, liaison and utilization of various social work bodies and institutions
- 災害救助対象者の調査 Inquiry on people subject to disaster relief
- 援護物資受給対象者の調査 Inquiry on people entitled to receive aid goods
- 身体障害者個人の調査 Personal inquiry on physically disabled persons
- 児童福祉法該当者個人の調査(委託費負担能力認定を含む) 在留者への連絡
Personal inquiry on those come under application of Child welfare Law (including confirmation of ability to bear entrusted expense)

Consultation at home.

指導 Guidance

- 學生資金借入申請者の資格調査・記申書作製 Examination of capacity of applicants for borrowing Welfare funds & preparation of copy of application
- 進駐軍による事故者の調査・報告・指導 Inquiry, report & guidance of sufferers of trouble caused by the Occupation forces.
- 行政病人の保護・処置・身許調査 Protection, disposition & inquiry on identity of pedestrian patient or the dead.
- 下ノソノ下ノ救護訓練 Education & training of case workers
- 会議への参考資料提出・意見発表 Presentation of reference material to conference and publication of opinion.

社会係 Society

Society clerk is to attend chiefly to group work & background work of public protection, also management & control of social welfare institutions

社会係主任は下ノソノ下ノ及行政の保護と調査の責任を担い、社会福祉施設を管理し、指導する。

- 地域社会福祉事業の企画指導 Planning & guidance of regional social welfare work
- 地域社会福祉事業の振興育成 Promotion & fostering of regional social welfare work.

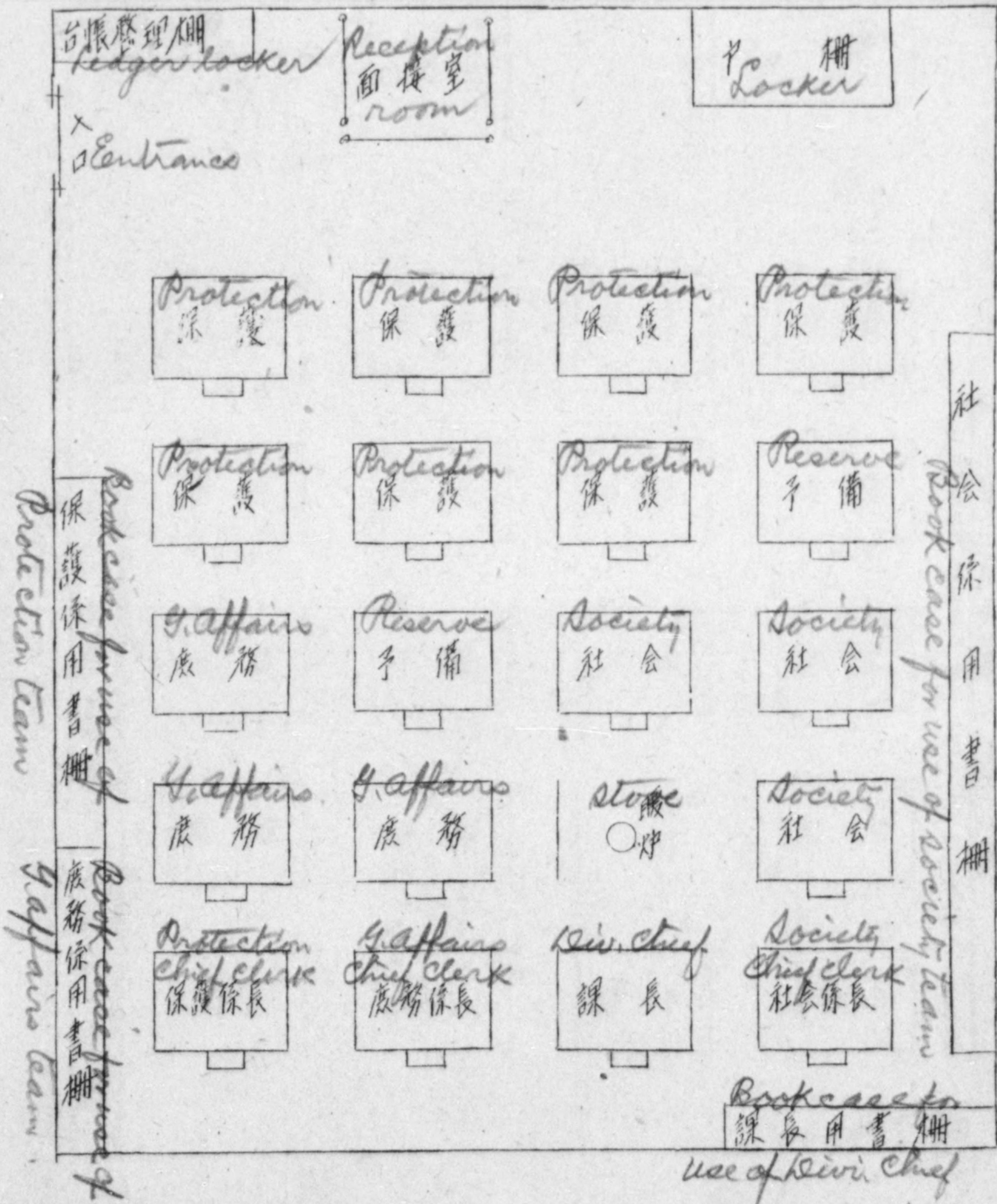
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DECLASSIFIED E.O. 12065 SECTION 3-402/NNDG NO.

- 社会福祉施設の経営管理 Management & control of social welfare institution
- 母子寮・保育所入所許可決定 Determination of admittance to maternal & child home & day nursery.
- 授産場作業員の適格証交付 Grant of certificate of competency of industrial training workshop personnel.
- 災害救助の計画・実施・訓練 Project, execution & training of disaster relief.
- 引揚者の出迎・受入態勢整備 Perfection of welcoming & receiving consituation of repatriates
- 戦没者遺骨の傳達・遺骨交付の事務 Transmission of official gazette of the war victims & delivery of their bones
- 赤復員者給年金の給付業務 Grant of allowances to persons not yet demobilized
- 身体障害者手帳の交付事務 Issuance of pocket book to the physically disabled.
- 身体障害者への旅客運賃割引証の交付 Issuance of passengers' cheap ticket to the physically disabled
- 身体障害者の更生相談 Consultation on regeneration of physically disabled
- 児童福祉協議会の運営 Management of child welfare council
- 児童遊園地設置計画・管理 Plotting and control of Child pleasure ground
- 児童の保護育成の計画・実施 Project & execution of protection & nursing of children

- 消費生活協同組合の育成・指導・監査 *fostering, guidance & supervision of Consumers' life cooperative union*
- 市営住宅の管理・入居者の決定事務 *Administration of city operated residences and determination of people admitted or evicted.*
- 地代・家賃統制令に基く屋敷の事務 *Business on various declarations under the Control of Ground Rent and House Rent Law.*
- 地代・家賃の算出サービス *Service in working out official ground rent & house rent.*
- 公益質屋の監督・指導 *Supervision & guidance of public utility pawn houses*
- 内職の相談・斡旋・指導 *Consultation, mediation & guidance of side work.*
- 会議への参考資料提出・説明 *Presentation & explanation of reference material for conference.*
- 施設職員への教育訓練 *Education & training of institution officials*
- 日赤市委員会事務 *Business of city committee of the Japan Red Cross Society*
- 共同募金運動の指導 *Guidance of community chest campaign*
- 各種社会事業団体及施設との連絡・指導 *Liaison with & guidance of various social work bodies & agencies.*

Arrangement of Welfare Divi. workers
民生課組務者配列圖



DLSC Work Handling Forms (Utsunomiya)
Utsunomiya City

生活保護法事務取扱提要様式

昭和二十九年十一月

DLSC Work Handling Forms
as of November 1950

Welfare Section
Utsunomiya City
宇都宮市民生課

DLISL Work Handling Forms

As of November 1950

Welfare Section, Utsunomiya
City

Contents

1. Consultation Information Card
2. Application for Assistance (according to DLISL)
3. On Asking Investigation of Protection Applicant's Supporting Power
4. Inquiry on Starting Assistance Based on DLISL (inquiry)
5. Inquiry on Starting Assistance Based on DLISL (inquiry)
6. Investigation on Relatives
7. General Progress till Protection and Concrete Fact of the Cause of Protection
8. Inquiry on Stopping Assistance Based on DLISL
9. Inquiry on Increased and Decreased Amount of Assistance According to DLISL
10. Protection Ledger
11. Progress Card
12. Notification on Protection
13. Notification of the Decision and Change on Protection
14. Notification of the Decision of Stopping Protection
15. On Starting Livelihood Assistance Based on DLISL
16. On Decision of Housing Assistance Based on DLISL
17. On Starting Medical Assistance According to DLISL
18. On Decision of Educational Assistance Based on DLISL
19. On Decision of Housing Assistance (repairing expense) Based on DLISL
20. On Decision of Birth Aid Based on Birth Aid
21. On Decision of Occupation Aid Based on DLISL
22. Presenting Word in Stopping Protection
23. Notification Supplying Assistance According to DLISL
24. Salary - Envelope
25. Personal Pocket Card
26. Alphabetical Index Card
27. Index File
28. First Diagnosis Card Delivery Register
29. Medical Treatment Card Delivery Register
30. Table of Movement Program
31. Working Sheet of Officials in Charge
32. Item of Pay Amount of Protected Person According to DLISL, Classified by Month.
33. Written Application for Pay Amount Certificate

17. 16. 15. 14. 13. 12. 11. 10 9 8 7. 6. 5. 4. 3. 2. 1.

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| 17. | 生活保護法による医療扶助の開始について | |
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| 15. | 生活保護法による生活扶助の開始について | |
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| 11. | 経過カード | |
| 10. | 保護台帳 | |
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| 6. | 親族調査書 | |
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| 4. | 生活保護法による扶助の開始について | 同 |
| 3. | 生活保護法に依る保護申請者の扶養能力調査方依頼について | 照会 of ... |
| 2. | 扶助申請書 | |
| 1. | 相談連絡票 Consultation Connection Card | |
| | Assistance Application Statement | |

33 32 31 30 29 28 27 26 25 24 23 22 21 20 19 18

生活保護法による教育扶助の決定について

生活保護法による住定扶助(補修費)決定について

生活保護法による出産扶助の決定について

生活保護法による生業扶助決定について

保護を止めるに際して贈ること

生活保護法による扶助金支給通知書

給 興 袋

携 帯 カ ー ド

イロハ順索引カード

索引簿

初診券交付表

医療券交付表

行動予定表

担当員内勤表

生活保護法による被保護者給興額月別内訳表

給興額証明願

Number
番 號

1

Consultant

相談連絡票 (控)

Consultation Information Card (Copy)

| | | | | |
|--|---|---|-------|--------|
| 相 談 者 | 氏 名 | Name | | |
| | 住 所 | 町 | 番地 | 方 |
| | Address | | Town | Number |
| | 相 談 月 日 | 月 | 日 | 時 |
| | Date of Consultation | | 午前(後) | |
| 相 談 の 種 類 | 目 的 | 生活扶助、醫療扶助、助産扶助、葬祭扶助、生業扶助 livelihood assistance, Medical aid 教育扶助、住宅扶助 Birth aid, Funeral service 兒童關係、其の他 | | |
| 相 談 内 容 | Occupation aid, Education aid Housing aid, Child relations, etc. | | | |
| の 概 要 | Outline of substance of consultation | | | |
| 上記の通り連絡致します I report as mentioned above. | | | | |
| 昭和 年 月 日 Date Month Year | | | | |
| 第 區民生委員 印 Welfare Commissioner of No. ~ ward (seal) | | | | |
| 宇都宮市民生課 御中 To Welfare Section, Utsunomiya City | | | | |

番 號

相 談 連 絡 票

| | | |
|---------------------|---|---------|
| 相 談 者 | 氏 名 | |
| | 住 所 | 町 番地 方 |
| 相 談 月 日 | 月 日 | 午前(後) 時 |
| 相 談 種 目 | 生活扶助、醫療扶助、助産扶助、葬祭扶助、生業扶助 教育扶助、住宅扶助 兒童關係、其 他 | |
| 相 談 内 容 の 概 要 | | |
| 上記の通り連絡致します | | |
| 昭和 年 月 日 | | |
| 第 區民生委員 | | 印 |
| 宇都宮市民生課 御中 | | |

Condition of legally responsible relative

| 住 所 Address | 氏 名 Name | 年 令 Age | 保護を受けよう 柄とする者との 続 け Relation with a person who wants to be protected | 家 族 数 Number of family | 職 業 Occupation | 扶 養 能 力 の 程 度 Degree of supporting ability | 合 扶 養 不 能 の 場 合 その理由 When support is impossible, its reason |
|----------------|-------------|------------|--|------------------------------|-------------------|--|--|
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

右の通りに付保護を受けたく生活保護法施行規則第二條の規定により申請
致します。

I want to get assistance because of above mentioned matters, and I apply according to Article 2 of the regulations relative to the application of DSL.

昭和 年 月 日
Date Month year

宇都宮市長 殿
To Mayor of Utsunomiya Mr. -----

- 注意
- 一、本申請書に虚偽又は不實の記載をなして生活保護法を受け、又は他人をして受けさせた者は生活保護法第八十三條によつて罰せられることがありますから御承知の上事實を記載して下さい。
 - 二、最低生活及び収入認定表を添付すること。

775 013

DECLASSIFIED E.O. 12065 SECTION 3-402/NNDG NO.

KYU MIN No. _____

宮民第 号
昭和二十五年

Date month year
月 日

宇都宮市長 佐藤 和 三 郎

Mayor of Utsunomiya Wasaburo Sato

To Mr. _____

On requesting investigation on supporting ability of applicants of protection
生活保護法に依る保護申請者の扶養能力
調査に依頼する

No. _____, Town, Utsunomiya City
宇都宮市 番地

世帯主 Householder

右の者より生活保護法による保護の申請がありましたので御多忙中
恐縮ながら左記扶養義務者に対し扶養能力の有無程度を
別紙調査書により御調査の上何分の御回答を御願致します。

記 Record

3 No. _____, Town, City
(Village, Gun)

郡市

町

番地

Relation with applicant
申請人の続柄

Name
氏名